

---

**Program Year 2013-14  
Annual Action Plan  
Sandy City, Utah**



---

Document prepared by:

Jared S. Gerber, AICP  
CDBG Program Administrator  
Community Development Department  
10000 Centennial Parkway  
Sandy City, Utah 84070-4148



DRAFT

## Table of Contents

FY 2013 Additional Action Plan Submission Requirements.....	1
Executive Summary.....	8
Source of Funds .....	14
Federal Resources .....	14
State Resources .....	14
Local Resources .....	15
Program Income Summary .....	15
Statement of Specific Annual Objectives.....	17
Priority 1: Homeless Populations .....	17
Priority 2: Special Populations .....	17
Priority 3: Improve Affordable Housing Opportunities.....	18
Priority 4: Other Community Needs.....	19
Program Descriptions - Table 3C.....	21
2013-2014 APPROVED BUDGET .....	38
Geographic Distribution .....	39
Homeless and Other Special Needs.....	41
Homeless Individuals and Families in Salt Lake County.....	42
Income and Poverty.....	43
HIV/AIDS and Active TB Disease.....	43
Housing Outreach Efforts .....	45
Needs of Public Housing .....	45
Anti-Poverty Strategy.....	46
Lead-Based Paint Hazards.....	46
Other Actions.....	47
Obstacles to meeting underserved needs .....	47
Fostering and Maintaining Affordable Housing .....	47
Removing Barriers to Affordable Housing .....	47
Impediments to Fair Housing and Choice and Actions to Overcome Them.....	48
Developing Institutional Structure.....	51
Coordination Between Public and Private Housing and Social Service Agencies.....	52

Public Housing Initiatives.....52  
Assist “Troubled” Public Housing Agencies .....52  
Housing Plan (Including Moderate Income Housing Plan) – Adopted 2013 .....52  
Citizen Participation .....54  
Monitoring .....54  
Certifications .....55  
Citizen Participation Plan.....66  
APPENDIX A.....76

DRAFT



## FY 2013 Additional Action Plan Submission Requirements

Page

- 6 (91.220.(b)) Executive Summary includes objectives and outcomes identified in the plan and evaluation of past performance.
- N/A (91.220(c)(1)) Resources should include Section 8 funds made available to jurisdictions and Low-Income Housing Tax Credits. For homeless programs, include the McKinney-Vento Homeless Assistance Act programs, other special federal, State and local and private funds targeted to homeless individuals and families, and persons that are chronically homeless.
- 17 (91.220(c)(3)) Outcomes for activities included in action plan table, i.e. availability/accessibility, affordability, sustainability.
- 41 (91.220(f)) Reasons for the allocation priorities, identify the geographic areas of the jurisdiction (including areas of low income) in which the jurisdiction will direct assistance during the program year, and identify any obstacles to addressing underserved needs. Where appropriate, jurisdictions should also estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
- 41 (91.220(I)(1)(iv)) Estimate amount of CDBG funds that will be used for activities that benefit persons of low-moderate-income.

Application for Federal Assistance SF-424		Version 02
*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		*2. Type of Application * If Revision, select appropriate letter(s) <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision *Other (Specify) _____
3. Date Received:		4. Applicant Identifier:
5a. Federal Entity Identifier:		*5b. Federal Award Identifier:
State Use Only:		
6. Date Received by State:		7. State Application Identifier:
8. APPLICANT INFORMATION:		
*a. Legal Name: <u>Sandy City</u>		
*b. Employer/Taxpayer Identification Number (EIN/TIN): <u>87-800280</u>		*c. Organizational DUNS: <u>104130690</u>
d. Address:		
*Street 1: <u>10000 Centennial Parkway</u>		
Street 2: _____		
*City: <u>Sandy</u>		
County: <u>Salt Lake</u>		
*State: <u>Utah</u>		
Province: _____		
*Country: <u>USA</u>		
*Zip / Postal Code <u>84070</u>		
e. Organizational Unit:		
Department Name: <u>Community Development</u>		Division Name: <u>Planning</u>
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <u>Mr.</u>		*First Name: <u>Jared</u>
Middle Name: <u>S</u>		
*Last Name: <u>Gerber</u>		
Suffix: _____		
Title: <u>CDBG Program Administrator</u>		
Organizational Affiliation: <u>Employee</u>		
*Telephone Number: <u>801-568-7265</u>		Fax Number: <u>801-568-7278</u>
*Email: <u>jgerber@sandy.utah.gov</u>		

<b>Application for Federal Assistance SF-424</b>	<b>Version 02</b>
<p><b>*9. Type of Applicant 1: Select Applicant Type:</b> C. City or Township Government</p> <p>Type of Applicant 2: Select Applicant Type:</p> <p>Type of Applicant 3: Select Applicant Type:</p> <p>*Other (Specify)</p>	
<p><b>*10 Name of Federal Agency:</b> U.S. Department of Housing and Urban Development (HUD)</p>	
<p><b>11. Catalog of Federal Domestic Assistance Number:</b> <u>14-218</u></p> <p>CFDA Title: <u>CDBG, Entitlement Grants</u></p>	
<p><b>*12 Funding Opportunity Number:</b> _____</p> <p>*Title: _____</p>	
<p><b>13. Competition Identification Number:</b> _____</p> <p>Title: _____</p>	
<p><b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b> Sandy City, Utah</p>	
<p><b>*15. Descriptive Title of Applicant's Project:</b> Community Development Block Grant Program for FY 2013-2014</p>	

<b>Application for Federal Assistance SF-424</b>		Version 02
<b>16. Congressional Districts Of:</b>		
*a. Applicant: Utah 2 <sup>nd</sup> Congressional District		*b. Program/Project: Same
<b>17. Proposed Project:</b>		
*a. Start Date: 07/01/2013		*b. End Date: 06/30/2014
<b>18. Estimated Funding (\$):</b>		
*a. Federal	\$340,428	
*b. Applicant	_____	
*c. State	_____	
*d. Local	_____	
*e. Other	_____	
*f. Program Income	_____	
*g. TOTAL	\$340,428	
<b>*19. Is Application Subject to Review By State Under Executive Order 12372 Process?</b>		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on _____ <input checked="" type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input type="checkbox"/> c. Program is not covered by E. O. 12372		
<b>*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)</b>		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001) <input checked="" type="checkbox"/> ** I AGREE ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions		
<b>Authorized Representative:</b>		
Prefix: Mayor _____	*First Name: Tom _____	
Middle Name: _____		
*Last Name: Dolan _____		
Suffix: _____		
*Title: Mayor		
*Telephone Number: 801-568-7109	Fax Number: 801-568-7169	
* Email: smoonkey@sandy.utah.gov		
*Signature of Authorized Representative:		*Date Signed:

Authorized for Local Reproduction

Standard Form 424 (Revised 10/2005)  
 Prescribed by OMB Circular A-102

**Application for Federal Assistance SF-424** Version 02

**\*Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

N/A

INSTRUCTIONS FOR THE SF 424

Public reporting burden for this collection of information is estimated to average 80 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

This is a standard form (including the continuation sheet) required for use as a cover sheet for submission of preapplications and applications and related information under discretionary programs. Some of the items are required and some are optional at the discretion of the applicant or the Federal agency (agency). Required items are identified with an asterisk on the form and are specified in the instructions below. In addition to the instructions provided below, applicants must consult agency instructions to determine specific requirements.

Item	Entry	Item	Entry
1.	<p><b>Type of Submission:</b> (Required): Select one type of submission in accordance with agency instructions.</p> <ul style="list-style-type: none"> <li>• Preapplication</li> <li>• Application</li> <li>• Changed/Corrected Application – If requested by the agency, check if this submission is to change or correct a previously submitted application. Unless requested by the agency, applicants may not use this to submit changes after the closing date.</li> </ul>	13.	<p><b>Name Of Federal Agency:</b> (Required) Enter the name of the Federal agency from which assistance is being requested with this application.</p>
2.	<p><b>Type of Application:</b> (Required) Select one type of application in accordance with agency instructions.</p> <ul style="list-style-type: none"> <li>• New - An application that is being submitted to an agency for the first time.</li> <li>• Continuation - An extension for an additional funding/budget period for a project with a projected completion date. This can include renewals.</li> <li>• Revision - Any change in the Federal Government's financial obligation or contingent liability from an existing obligation. If a revision, enter the appropriate letter(s). More than one may be selected. If "Other" is selected, please specify in text box provided.                             <ul style="list-style-type: none"> <li>A. Increase Award      H. Increase Award</li> <li>C. Increase Duration    D. Decrease Duration</li> <li>E. Other (specify)</li> </ul> </li> </ul>	11.	<p><b>Catalog Of Federal Domestic Assistance Number/Title:</b> Enter the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested, as found in the program announcement, if applicable.</p>
		12.	<p><b>Funding Opportunity Number/Title:</b> (Required) Enter the Funding Opportunity Number and title of the opportunity under which assistance is requested, as found in the program announcement.</p>
3.	<p><b>Date Received:</b> Leave this field blank. This date will be assigned by the Federal agency.</p>	13.	<p><b>Competition Identification Number/Title:</b> Enter the Competition Identification Number and title of the competition under which assistance is requested, if applicable.</p>
		14.	<p><b>Areas Affected By Project:</b> List the areas or entities using the categories (e.g., cities, counties, states, etc.) specified in agency instructions. Use the continuation sheet to enter additional areas, if needed.</p>
4.	<p><b>Applicant Identifier:</b> Enter the entity/ident fier assigned by the Federal agency, if any, or applicant's control number, if applicable.</p>	15.	<p><b>Descriptive Title of Applicant's Project:</b> (Required) Enter a brief descriptive title of the project. If appropriate, attach a map showing project location (e.g., construction or real property projects). For preapplications, attach a summary description of the project.</p>
5a.	<p><b>Federal Entity Identifier:</b> Enter the number assigned to your organization by the Federal Agency, if any.</p>	10.	<p><b>Congressional Districts Of:</b> (Required) 10a. Enter the applicant's Congressional District, and 10b. Enter all District(s) affected by the program or project. Enter in the format: 2 characters State Abbreviation – 3 characters District Number, e.g., CA-05 for California 5<sup>th</sup> district, CA-012 for California 12<sup>th</sup> district, MD-10; for North Carolina 103<sup>rd</sup> district.</p> <ul style="list-style-type: none"> <li>• If all congressional districts in a state are affected, enter "all" for the district number, e.g., MD-all for all congressional districts in Maryland.</li> <li>• If nationwide, i.e. all districts within all states are affected enter UC-all.</li> <li>• If the program/project is outside the US, enter 00 000.</li> </ul>
5b.	<p><b>Federal Award Identifier:</b> For new applications leave blank. For a continuation or revision to an existing award, enter the previously assigned Federal award identifier number. If a changed/corrected application, enter the Federal Identifier in accordance with agency instructions.</p>		
6.	<p><b>Date Received by State:</b> Leave this field blank. This date will be assigned by the State, if applicable.</p>		
7.	<p><b>State Application Identifier:</b> Leave this field blank. This identifier will be assigned by the State, if applicable.</p>	17.	<p><b>Proposed Project Start and End Dates:</b> (Required) Enter the proposed start date and end date of the project.</p>
8.	<p><b>Applicant Information:</b> Enter the following in accordance with agency instructions.</p>	18.	<p><b>Estimated Funding:</b> (Required) Enter the amount requested or to be contributed during the first funding/budget period by each contributor. Value of in-kind contributions should be included on appropriate lines, as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change – for increases, enclose the amounts in parentheses.</p>
	<p>a. <b>Legal Name:</b> (Required): Enter the legal name of applicant that will undertake the assistance activity. This is the name that the organization has registered with the Central Contractor Registry. Information on registering with CCR may be obtained by visiting the Grants.gov website.</p>		
	<p>b. <b>Employer/Taxpayer Number (EINTIN):</b> (Required): Enter the Employer or Taxpayer Identification Number (EIN or TIN) as assigned by the Internal Revenue Service. If your organization is not in the US, enter 44-4444444.</p>		
	<p>c. <b>Organizational DUNS:</b> (Required) Enter the organization's DUNS or LUNS#4 number received from Dun and Bradstreet. Information on obtaining a DUNS number may be obtained by visiting the Grants.gov website.</p>		
	<p>d. <b>Address:</b> Enter the complete address as follows: Street address (Line 1 required), City (Required), County, State (Required, if county is US), Province, Country (Required), Zip/Postal Code (Required, if country is US).</p>		
<p>e. <b>Organizational Unit:</b> Enter the name of the primary organizational unit (and department or division, if applicable) that will undertake the</p>	19.	<p><b>Is Application Subject to Review by State Under Executive Order 12372 Process?</b> Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the</p>	

	<p>assistance activity, if applicable.</p> <p><b>f. Name and contact information of person to be contacted on matters involving this application:</b> Enter the name (First and last name required), organizational affiliation (if affiliated with an organization other than the applicant organization), telephone number (Required), fax number, and email address (Required) of the person to contact on matters related to this application.</p>	<p>State intergovernmental review process. Select the appropriate box. If "a," is selected, enter the date the application was submitted to the State.</p>		
		<p>20. <b>Is the Applicant Delinquent on any Federal Debt?</b> (Required) Select the appropriate box. This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes.</p> <p>If yes, include an explanation on the continuation sheet.</p>		
<p>9.</p>	<p>Type of Applicant. (Required)  Select up to three applicant type(s) in accordance with agency instructions.</p> <table border="0"> <tr> <td data-bbox="341 552 597 972"> <p>A. State Government  B. County Government  C. City or Township Government  D. Special District Government  E. Regional Organization  F. U.S. Territory or Possession  G. Independent School District  H. Public/State Controlled Institution of Higher Education  I. Indian/ Native American Tribal Government (Federally Recognized)  J. Indian/ Native American Tribal Government (Other than Federally Recognized)  K. Indian/ Native American Tribally Designated Organization  L. Public/Indian Housing Authority</p> </td> <td data-bbox="597 552 852 972"> <p>M. Nonprofit with 501(c)(3) IRS Status (Other than Institution of Higher Education)  N. Nonprofit without 501(c)(3) IRS Status (Other than Institution of Higher Education)  O. Private Institution of Higher Education  P. Individual  Q. For-Profit Organization (Other than Small Business)  R. Small Business  S. Hispanic serving Institution Historically Black Colleges and Universities (HBCU)  U. Tribally Controlled Colleges and Universities (TCCUs)  V. Alaska Native and Native Hawaiian Serving Institutions  W. Non-domestic (non-US) Entity  X. Other (specify)</p> </td> </tr> </table>	<p>A. State Government  B. County Government  C. City or Township Government  D. Special District Government  E. Regional Organization  F. U.S. Territory or Possession  G. Independent School District  H. Public/State Controlled Institution of Higher Education  I. Indian/ Native American Tribal Government (Federally Recognized)  J. Indian/ Native American Tribal Government (Other than Federally Recognized)  K. Indian/ Native American Tribally Designated Organization  L. Public/Indian Housing Authority</p>	<p>M. Nonprofit with 501(c)(3) IRS Status (Other than Institution of Higher Education)  N. Nonprofit without 501(c)(3) IRS Status (Other than Institution of Higher Education)  O. Private Institution of Higher Education  P. Individual  Q. For-Profit Organization (Other than Small Business)  R. Small Business  S. Hispanic serving Institution Historically Black Colleges and Universities (HBCU)  U. Tribally Controlled Colleges and Universities (TCCUs)  V. Alaska Native and Native Hawaiian Serving Institutions  W. Non-domestic (non-US) Entity  X. Other (specify)</p>	<p>21. <b>Authorized Representative.</b> (Required) To be signed and dated by the authorized representative of the applicant organization. Enter the name (First and last name required) title (Required), telephone number (Required), fax number, and email address (Required) of the person authorized to sign for the applicant.</p> <p>A copy of the governing body's authorization for you to sign this application as the official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)</p>
<p>A. State Government  B. County Government  C. City or Township Government  D. Special District Government  E. Regional Organization  F. U.S. Territory or Possession  G. Independent School District  H. Public/State Controlled Institution of Higher Education  I. Indian/ Native American Tribal Government (Federally Recognized)  J. Indian/ Native American Tribal Government (Other than Federally Recognized)  K. Indian/ Native American Tribally Designated Organization  L. Public/Indian Housing Authority</p>	<p>M. Nonprofit with 501(c)(3) IRS Status (Other than Institution of Higher Education)  N. Nonprofit without 501(c)(3) IRS Status (Other than Institution of Higher Education)  O. Private Institution of Higher Education  P. Individual  Q. For-Profit Organization (Other than Small Business)  R. Small Business  S. Hispanic serving Institution Historically Black Colleges and Universities (HBCU)  U. Tribally Controlled Colleges and Universities (TCCUs)  V. Alaska Native and Native Hawaiian Serving Institutions  W. Non-domestic (non-US) Entity  X. Other (specify)</p>			

**Executive Summary**  
**SANDY CITY FY 2013-14**  
**ACTION PLAN**

**Summary of Public Comment**

Sandy City held a public hearing on September 19, 2012 to solicit public comment on community and housing development needs. No public comment was received. Sandy City held a 30 day public comment period on the FY 2013-14 Annual Action Plan from March 23, 2013 thru April 23, 2013. [Add public comment summary]. The Sandy City Council held a subsequent public hearing on April 23, 2013, as part of regular City Council meetings, to receive additional comment on the Sandy City Consolidated Plan and Annual Action Plan. All public hearings and comment periods were executed and in compliance as required by the Sandy City Citizen Participation Plan.

**U.S. Department of Housing and Urban Development**  
**CPD Consolidated Plan**  
**Funding Sources**

Entitlement Grant	\$340,429.00
Unprogrammed Funds (reallocated)	\$44,493.95
Unprogrammed Prior Year's Income not previously reported	\$0
Surplus Funds	\$0
Return of Grant Funds	\$0
Total Estimated Program Income (Sec. 108 refinance)	\$0
<u>Section 108 (Funds allocated for Senior Center Payment)</u>	<u>(\$223,110.00)</u>
<b>TOTAL FUNDING SOURCES</b>	<b>\$161,812.95</b>

***Resources - Non-Federal or Private***

As in prior years, Sandy City anticipates to fund a few projects not recommended for CDBG funding from our Neighborhood Housing Initiative (from an Economic Development Area set aside) to leverage both CDBG and Consortium HOME funds. These are the only non-federal or private funds expected to be leveraged this year.

***Geographic Distribution***

The areas to be assisted with CDBG funds are based on no particular demographic concentration other than Census generated LMI block groups. These areas, as is so with much of Sandy City, have no minority concentrations. Sandy City defines a minority concentration where a Census block group has greater than 30% minority population.

## Sandy City CDBG Program Model

### (FY 2013 Action Plan Submission Requirement) (91.220(b))

Vision	Problem-Needs	Priority High, Med, Low	Current Service or Activity	Strategy	Objectives	Outcome
Homeless Housing and service vision. Continue to maintain, develop and implement a single, coordinated, inclusive homeless assistance system. Support homeless persons in their movement from homelessness to economic stability and affordable housing within a supportive community. Strive to be inclusive of all the needs of all Sandy City's homeless, including the special service and housing needs of homeless sub-populations.	Outreach and Assessment	High	Service providers	*Maintain the current number of beds and units within the Continuum of Care for both homeless individuals and families. *Focus development or expansion efforts on permanent housing and, to a lesser degree, on transitional living facilities for the homeless. *Encourage maximum participation, training, evaluation, technical assistance and quality standards within the COC for all homeless programs. *Sandy City and Salt Lake County should continue to encourage maximum participation in the Continuum of Care process through 1) support participation in the process by homeless persons 2) maintain quality process standards 3) maintain a standard policy within the homeless funding processes 4) continue to convene, train and support homeless service and housing providers 5)continue and improve the process for self and community evaluation of existing programs prior to funding renewal.	*Support current shelters and transitional housing providers (5 yr. target 1) *Renovate emergency shelters and trans. housing facilities (5 yr. target 1). *Provide shelter plus care or other permanent housing for homeless persons with disabilities (5 yr. target 2). *Provide employment and other life skill training and counseling (5 yr. target 2) *Rehabbed service-enriched housing units (5 yr. target 10 HOME) *Rehabbed scattered-site transitional housing units (5 yr. target 6 HOME) *Create one new Continuum of Care service-only program (5 yr. target 5)	The expected outcome is to seek to help homeless persons in their movement from homelessness to economic stability and affordable permanent housing within a supportive community. Strive to be inclusive of all the needs of all of Sandy City's homeless, including the special service and housing needs of homeless sub-populations. This means that the program will help improve the environmental conditions in a neighborhood, increase the amount of affordable housing, and help improve self-sufficiency.
	Shelters	Med	Road Home: grants to fund the cost of emergency shelters			
	Transitional Housing	High	Housing Authority of SL/Road Home: grants to fund the operations and maintenance of 4 units.			
	Permanent Housing	High	Road Home: grants to provide counseling services to help families move to a permanent housing solution.			

Vision	Problem-Needs	Priority High, Med, Low	Current Service or Activity	Strategy	Objectives	Outcome
<p>Special Population - The City will collaborate with a wide variety of public and private organizations in planning and providing housing and service resources to persons vi special needs in order that they may live independently.</p>	The Frail Elderly	NA	<p>*Assist-Grants to fund emergency repairs *Senior Center Education and Counseling</p>	<p>*With respect to the frail elderly, the City will continue to support direct federal applications from elderly housing, support housing counseling programs that can assist elderly persons in maintaining independent living and protect them from predatory lenders. The City will continue to fund home repair services and accessibility improvements. *With respect to persons with disabilities, the City will fund home repair services and accessibility improvements to allow such persons to live independently in units. *The City will consider using some of its housing dollars in partnership with not-for-profit agencies serving populations to create additional service enriched housing units for non-homeless persons. *The City will look for opportunities to coordinate its funding allocations with Salt Lake County in those areas where the county is the grantee for state federal dollars dedicated to serving persons with mental retardation, development disabilities, serious mental illness or substance abuse problems. *The City will maintain the existing service programs through the existing network of AIDS services providers and assist them in their efforts to respond to changing demographic of HIV/AIDS.</p>	<p>*Provide operational support for 2 beds of congregate, transitional housing for persons with HIV/AIDS (5 yr. target 2) *Provide direct services for persons with HIV/AIDS, including housing assistance, supportive services and linkages to medical support (5 yr. target 5) *Create an improved housing information system for use in housing and case management for persons with HIV/AIDS (5 yr. target 1) *Provide housing counseling services to frail elderly persons (5 yr. target 60) *Provide home repair services to frail elderly persons and or handicapped (5 yr. target 100) *Provide home repair and accessibility upgrade services to persons with disabilities (5 yr. target 60) *Create one new Continuum of Care services-only program (5 yr. target 5)</p>	<p>The expected outcome will come through working with a wide variety of public and private organizations in planning and providing housing and service resources to person with special needs in order that they may live independently with an improved quality of life.</p>
	Persons with Physical Impairments	NA	<p>*Assist-Grants to fund emergency repairs</p>			
	Persons with Mental Retardation and Development Disabilities	NA	<p>*Assist-Grants to fund emergency repairs</p>			
	Persons with Mental Illness	NA	<p>No program exists</p>			
	Persons with HIV/AIDS	NA	<p>No program exists</p>			
	Persons with Substance Abuse Problems	NA	<p>No program funded</p>			

Vision	Problem-Needs	Priority High, Med, Low	Current Service or Activity	Strategy	Objectives	Outcome
<p>Housing- The City includes diverse neighborhoods that offer opportunities and choices to all. The City's neighborhoods are dynamic, safe places where its citizens can live, work, and play.</p>	Housing Quality	High	Sandy City - Community Development, Building Inspections	<p>*Improved Opportunities for Home Ownership. 1)Encourage new construction in the City. 2)Support fair housing initiative and promote increased lending to minority applicants and low-income neighborhoods. 3)provide counseling and education services for first time buyers. 4)Support neighborhood revitalization efforts. 5)Provide down payment assistance, and other incentives that change the cost equation from purchasing a home. 6)Encourage home ownership training and support for public housing assistance residents. 7)Preserve the stock of duplexes and single unit structures for potential homeowners by making such structures ineligible for programs aimed at assisting renters. *Assistance to Existing Homeowners. 1)provide funding to groups that provide counseling and education. 2)Provide owners with access to low-cost loans or grants to effect repairs and renovations. 3)Provide funding to groups that assist homeowners with homeownership maintenance training. 4)Comply with federal lead paint regulations, including EPA, HUD, and other published regulations whenever a rehabilitation project is undertaken.</p>	<p>*Develop new and rehabilitated housing units suitable for home ownership by persons with low and moderate incomes (5 yr. target 10 housing units)            *Assist low income and moderate income renters in making the transition to owner-occupancy (5 yr. target 10 households)            *Help low-income homeowners maintain ownership of their homes (5 yr. target 25 Households)            *Develop rental units for very low-income household (5 yr. target 10housing units)            *Provide supportive services for very low-income and low-income renters that will enable them to find and keep affordable units (5 yr. target 100 households)            *Promote fair housing (5 yr. target 100 households)</p>	<p>It is hoped that the impact of these programs will help achieve diverse neighborhoods that offer affordable housing opportunities and choices to all, while creating neighborhoods that are dynamic, safe places where its citizens can live, work, and play. An expected outcome is also that these programs will help to increase the economic diversity of the City's neighborhoods and counter the forces acting to concentrate poverty and racial minorities.</p>
	Preservation of Section 8 Housing	High	Housing Authority of Salt Lake Public Housing			
	Critical Home Repairs	High	Assist-Grants to fund the cost of emergency repairs			
	Major Home Rehabilitation	High	EDA Funds			
	Unhealthy Homes- lead paint	High	EPA, HUD lead paint regulations			
	Accessibility-retrofitting of housing units	High	Assist-Grants to fund retrofitting of housing units			
	Homeownership Maintenance	Med	Assist-Grants to fund the cost of emergency repairs			

Vision	Problem-Needs	Priority High, Med, Low	Current Service or Activity	Strategy	Objectives	Outcome
<p>Community Needs - The City includes diverse neighborhoods that offer opportunities and choices to all. The City's neighborhoods are dynamic, safe places where its citizens can live, work, and play.</p>	Economic Development	Low	Economic Dev. Dept. Chamber of Commerce Business Education Center	<p>*Support neighborhood business districts by making infrastructure investments.            *Offer assistance to small business enterprises, with an emphasis on minority and women businesses.            *Use RDA funds for the creation of affordable housing targeting the Historic Sandy area.            *Update the City's Economic Development Plan.            *Continue to market Sandy City to high tech based businesses and other services the City currently may not have.            *Continue partnering with the Salt Lake Community College/Larry Miller Entrepreneurial Business Education Center for small business fair.            *Support the boys and girls club after school programs.            *Continue to support the senior programs that are offered through the Senior Center.            *Support anti-crime prevention education and enhanced police services to Historic Sandy.</p>	<p>*Install missing or inadequate infrastructure (5 yr. target 5000 feet of improvements)            *Provide social services and constructive activities for at-risk children and youth (5 yr. target 1000 youth)            *Promote industrial and commercial redevelopment by assembling land and/or improving site and infrastructure conditions (5 yr. target 3 businesses)            *Encourage microenterprises and small business development within the City (5 yr. target 1 organization)            *Provide public improvements to support revitalization of neighborhood business districts (5 yr. target 1500 feet of improvements)            *Provide planning and administration for the CDBG Program (5 yr. target 1.00 employ)            *Create new recreation opportunities in eligible LMI area (5 yr. target 2)            *Provide emergency food supplies for at-risk, LMI households 2 organizations)            *Provide basic legal services for battered spouses and their children (5 yr. target 1 organization)            *Provide temporary emergency shelter for battered spouses and their children (5 yr. target 1 organization)            *Provide scheduled 108 loan payment for the construction of the Senior Citizen Center (5 yr. target 1 public facility)            *Provide crime prevention education and enhanced police services to the Historic Sandy Area (5 yr. target 1 police officer)            *Reduce blight and the effects of blight on existing housing stock specifically in Historic Sandy (5 yr. target 1 code enforcement officer)</p>	<p>The result expected will occur over a period of time and are expected to accomplish the stated vision. It is hoped that the impact of these programs will help achieve diverse neighborhoods that offer affordable housing, economic opportunities and choices to all, while providing a sense of place, community, life and vibrancy. All of these things will contribute to better</p>
	Anti-Crime	Med	Police Dept. anti-crime programs			
	Infrastructure	Med				
	Planning & Administration	Med	CDBG- funding for Adm. and Planning			
	Public Facilities	Med				
	Public Service	High				
	Senior Programs	High	Senior Center			
	Youth Programs	High	Boys and Girls Club Big Brothers Big Sisters of Utah			

### *Homeless and Other Special Needs Activities*

Several of Sandy City's projects will assist the homeless and at-risk housing groups. Examples are:

- The Transitional Housing Program will provide temporary housing for eligible persons and families looking to get into more permanent housing. This program will be funded through The Road Home (formerly known as Traveler's Aid Society).
- The Housing Rehabilitation Program will provide low/moderate income households the opportunity to protect and preserve their homes. Such programming assist in keeping our older, and therefore more affordable, homes within the housing stock of Sandy City.

### *Other Actions*

Sandy City continually updates its comprehensive planning program that will include analysis of not only land-use planning issues, but also economic development, business development, citizen needs and perceptions, and anticipated City services in the future.

This next program year, the City will complete an update to the housing element of the General Plan. This will include a comprehensive analysis of the existing housing inventory and methods which may be utilized to improve the variety of housing. With the assistance of comprehensive planning effort's, Sandy intends to mitigate, where possible, barriers to fair and affordable housing.

Sandy City will continue to solicit on an annual basis City needs and prioritization. On a bi-annual basis the City will conduct a City-wide perceptions survey to gather and evaluate the effectiveness of City programs and services.

As part of the overall plan, the City will continue to coordinate with Salt Lake County, Salt Lake County Consortium, non-profits, and other public organizations to provide needed services for the City, especially for those individuals and families that are low income or those considered as at-risk populations.

### *Monitoring*

The Community Development Block Grant Coordinator will regularly monitor not only subrecipients in terms of compliance, but also in terms of consistency with the Consolidated Plan and Strategy. This will be accomplished through annual/bi-annual monitoring visits and monthly updates for Community Development Block Grant Committee review.

### *Evaluation of Past Performance*

#### **(FY 2013 Action Plan Submission Requirement) (91.220(b))**

The Annual Community Assessment Summary for the Sandy City CDBG Program states the following: "Based on our analysis and examination of the data available to us, we have determined Sandy City's overall progress has satisfactorily met its goals during the 2010 program year. Sandy

has administered its programs in a manner consistent with the applicable regulatory requirements. During the period July 1, 2010 through June 30, 2011, Sandy has carried out its program substantially as described in its Consolidated Plan and has the continuing capacity to carry out its Community Development Block Grant program in a timely manner.”

The City had 0.41 grant years of funds in its Line of Credit 60 days before the new program year, well below the 1.5 regulatory requirement. Additionally, 100 percent of the funds expended in the program year, including the Section 108 loan repayment, were for activities that principally benefitted low-and moderate-income persons, thus meeting and exceeding the 70 percent minimum requirement.

## **Source of Funds**

### **Federal Resources**

#### **CDBG**

For Fiscal Year 2013-14, Sandy City is expected to receive approximately \$340,429 in Community Development Block Grant (CDBG) Funds from the U.S. Department of Housing and Urban Development. This is approximately 5% less than FY12-13, where Sandy City received \$358,346 in CDBG funds to carry out eligible activities. However, in FY 12-13, the City was able to re-allocate \$24,850.50 from previous projects to make up the reduction from the previous few years of funding. For FY 13-14, the City will reallocate \$44,493.95 from previous projects.

#### **HOME**

Sandy City is not a direct recipient of HOME funds from the U.S. Department of Housing and Urban Development. Sandy City is a participating member of the Salt Lake County Consortium. The County of Salt Lake is the administering jurisdiction of HOME funds for FY13-14.

HOME Program matching funds are leveraged County-wide through land donations, waiver of fees, and direct budget allocations for projects by participating jurisdictions from the Consortium.

#### **ESG**

Sandy City is not an eligible community under the Emergency Shelter Grant program operated by the U.S. Department of Housing and Urban Development, and does not receive annual funding.

#### **HOPWA**

Sandy City is not an eligible community under the Housing Opportunities for Persons with Aids operated by the U.S. Department of Housing and Urban Development, and does not receive annual funding. Sandy City participates on the Housing Board for Salt Lake City, who receives HOPWA funding, to select eligible projects.

### **State Resources**

The primary source of State of Utah funds originate from the Olene Walker Homeless Trust Fund, which provides grants and low-interest loans for eligible projects for low and moderate income housing. Federal Low-Income Housing Tax Credit Program (LIHTC) is available for low-income rental units.

## **Local Resources**

Sandy City has not set-aside direct funding from the General Fund budget expected to be adopted for FY13-14. The City will be evaluating existing city-owned vacant land for possible donation or use as sites for affordable single-family housing development within target areas of the community. The City will also consider plans for tax increment from the Economic Development Area (EDA) to provide additional funds for eligible low-income housing and for rehabilitation of existing housing stock.

## **Program Income Summary**

In prior years, Sandy City received approximately \$40,000 annually in program income from our Housing Rehabilitation Revolving Loan Fund. The loan portfolio includes traditional monthly payback installment loans at an interest rate between 0% to 3%, and a deferred repayment schedule, typically conditioned upon the sale of the home or refinance of the home. The loan portfolio is not large, and the remaining loans all are to be repaid upon a deferred status - meaning upon the sale of the home. The few traditional installment loans that were remaining all defaulted in during FY02-03. An analysis of the defaults to study the reasons for default pointed to a common factor of a very poor economy and employment opportunity along with other rising costs for health care. \$101,000 was received during FY07-08. As the remaining loans are on a deferred payment status, it is anticipated that Sandy City will not receive program income from these loans for FY13-14.

### **1. Program Income Expected to be Received**

#### **Amount of Program Income to be Generated and Deposited into Revolving Loan Funds**

It is not anticipated that the program will generate any program income to be deposited into the Revolving Loan Fund this year.

#### **Total Amount to be Received from a Float-Funded Activity**

Sandy City is not, and has not proposed any float-funded activities in this program year, nor in prior program years.

#### **Total Amount to be Received from a Prior Year Float-Funded Activity**

Sandy City is not, and has not proposed any float-funded activities in this program year, nor in prior program years.

### **2. Program Income Received in Preceding Program Year Not Included in a Plan**

Sandy City has not received any additional program income not previously accounted for nor disclosed in a prior program year.

### **3. Proceeds from a Section 108 Loan to be Used During the Year**

Sandy City has not received additional Section 108 loan guarantee funds during this program year.

### **4. Surplus Funds from Urban Renewal Settlement**

Sandy City does not have any surplus funds from an Urban Renewal Settlement (did not

participate in an urban renewal settlement activity)

5. **Grant Funds to be Returned to the Line of Credit**

Sandy City does not anticipate returning grant funds, as all expenditures to date have been for approved, previously included activities on prior years approved Annual Action Plans.

### Funding Sources Summary

Entitlement Grant

CDBG	\$340,429
ESG	\$0
HOME	\$0
HOPWA	\$0
<b>Total</b>	<b>\$340,429</b>

Prior Years' Program Income NOT previously programmed or reported

CDBG	\$0
ESG	\$0
HOME	\$0
HOPWA	\$0
<b>Total</b>	<b>\$0</b>

Reprogrammed Prior Years' Funds

CDBG	\$44,493.95
ESG	\$0
HOME	\$0
HOPWA	\$0
<b>Total</b>	<b>\$44,493.95</b>

Total Estimated Program Income \$0

Section 108 Loan Guarantee Fund \$0

**TOTAL FUNDING SOURCES \$384,922.95**

Other Funds \$0

Submitted Proposed Projects Totals \$384,922.95

Un-Submitted Proposed Projects Totals \$0

## Statement of Specific Annual Objectives

The following Priorities and Objectives are included in the five-year Consolidated Plan (FY2013-2014) as adopted by Sandy City. Where applicable, the proposed projects to be funded are listed under the appropriate objective.

### **Priority 1: Homeless Populations**

**Objective 1:** Support operations and essential services of current shelters and transitional housing providers at locations convergent and accessible to the homeless population

<u>Program</u>	<u>Indicator</u>	<u>2013 Target</u>
The Road Home	Organization	1

**Objective 2:** Renovate emergency shelters and transitional housing facilities.

<u>Program</u>	<u>Indicator</u>	<u>2013 Target</u>
Transitional Housing Maintenance	Homes	4

**Objective 3:** Provide Shelter Plus Care or other permanent housing for homeless persons with disabilities.

**Objective 4:** Provide employment and other life skill training and counseling.

**Objective 5:** Develop new or rehabbed service-enriched housing units (HOME Funds).

**Objective 6:** Develop new or rehabbed scattered-site transitional housing units (HOME Funds).

**Objective 7:** Create one new Continuum of Care services-only program.

### **Priority 2: Special Populations**

**Objective 1:** Provide operational support for 2 beds of congregate, transitional housing for persons with HV/AIDS.

**Objective 2:** Provide direct services for persons with HIV/AIDS, including housing assistance, supportive services and linkages to medical support.

**Objective 3:** Create an improved housing information system for use in housing and case management for persons with HIV/AIDS.

**Objective 4:** Provide housing counseling services to frail elderly persons.

**Objective 5:** Provide home repair services to frail elderly persons and handicapped.

<u>Program</u>	<u>Indicator</u>	<u>2013 Target</u>
ASSIST	Elderly/Handicapped	25

**Objective 6:** Provide home repair and accessibility upgrade services to persons with disabilities.

<u>Program</u>	<u>Indicator</u>	<u>2013 Target</u>
ASSIST	Elderly/Handicapped	25

**Objective 7:** Create one new Continuum of Care services-only program.

**Priority 3: Improve Affordable Housing Opportunities**

**Objective 1:** Develop new and rehabilitated housing units suitable for home ownership by persons with low and moderate incomes.

**Objective 2:** Assist low income and moderate income renters in making the transition to owner occupancy.

**Objective 3:** Help low-income homeowners maintain ownership of their homes.

**Objective 4:** Provide supportive services for very low-income and low-income renters that will enable them to find and keep affordable units.

<u>Program</u>	<u>Indicator</u>	<u>2013 Target</u>
----------------	------------------	--------------------

Housing Outreach Rental Program	Persons	40
Comprehensive Housing Counseling	Persons	50

**Priority 4: Other Community Needs**

**Objective 1:** Install missing or inadequate infrastructure.

**Objective 2:** Provide social services and constructive activities for at-risk children and youth.

<u>Program</u>	<u>Indicator</u>	<u>2013 Target</u>
VISIONS	Persons	25
Crisis Nursery	Persons	50

**Objective 3:** Promote industrial and commercial redevelopment by assembling land and/or improving site and infrastructure conditions.

**Objective 4:** Encourage microenterprises and small business development within the City.

**Objective 5:** Provide public improvements to support revitalization of neighborhood business districts.

**Objective 6:** Provide planning and administration for the CDBG Program.

<u>Program</u>	<u>Indicator</u>	<u>2013 Target</u>
Sandy City	Employees	1

**Objective 7:** Create new recreation opportunities in eligible LMI areas.

**Objective 8:** Provide emergency food supplies for at-risk, Low- and Moderate Income households.

<u>Program</u>	<u>Indicator</u>	<u>2013 Target</u>
South County Food Pantry	Organizations	1

**Objective 9:** Provide counseling services for victims of domestic violence and witnesses to domestic violence

<u>Program</u>	<u>Indicator</u>	<u>2013 Target</u>
VISIONS	Organizations	1

**Objective 10:** Provide basic legal services for battered spouses.

<u>Program</u>	<u>Indicator</u>	<u>2013 Target</u>
Legal Aid Society of SLC	Organizations	1

**Objective 11:** Provide temporary emergency shelter for battered spouses and their children.

<u>Program</u>	<u>Indicator</u>	<u>2013 Target</u>
South Valley Sanctuary	Organizations	2
YWCA Women's Shelter	Organizations	

**Objective 12:** Provide 108 Loan Payment for the construction of the Senior Citizen Center.

<u>Program</u>	<u>Indicator</u>	<u>2013 Target</u>
Section 108 Loan Payment	Public facilities	1

**Objective 13:** Provide crime prevention education and enhanced police services to the Historic Sandy Area.

## **Program Descriptions - Table 3C**

Detailed descriptions of each program to be funded in FY 2013-14 are on the following pages. The programs are listed in numerical order by project ID of the program. Each program description and layout was created with the new Consolidated Plan Listing of Projects form provided by the U.S. Department of Housing and Urban Development (HUD Table 3C).

DRAFT

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** Sandy City

**Priority Need**  
Planning & Administration

**Project**  
Program Administration

**Activity**  
Administration of CDBG funds

**Description**  
Provide basic administrative funding for operating the CDBG program and other community development activities assisted in whole or in part with funds provided under the CDBG or HOME programs.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:**

(Street Address): 10000 Centennial Parkway  
(City, State, Zip Code): Sandy, UT, 84070-4148

Specific Objective Number 6	Project ID 0001	<b>Funding Sources:</b> CDBG \$40,000 ESG HOME HOPWA Total Formula Prior Year Funds Assisted Housing PHA Other Funding Total \$40,000
HUD Matrix Code 21A	CDBG Citation 570.206	
Type of Recipient Local Government	CDBG National Objective	
Start Date (mm/dd/yyyy) 07/01/13	Completion Date (mm/dd/yyyy) 06/30/14	
Performance Indicator 1 Organization	Annual Units 1	
Local ID	Units Upon Completion 1	

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** Sandy City

**Priority Need**  
Planning

**Project**  
Planning & Capacity Building

**Activity**  
Eligible Planning activities

**Description**

The City has set goals to improve the overall planning process by updating the City's General Plan, Housing Studies, and information dissemination to the residents.

Provide basic funding for City Planning activities that are eligible under the CDBG program. Examples of eligible activities include preparation/update of the City's General Plan, Statistical Analysis, and the preparation of the Annual Update to the Analysis of Impediments.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:**

(Street Address): 10000 Centennial Parkway  
(City, State, Zip Code): Sandy, UT, 84070-4148

Specific Objective Number 6	Project ID 0002
HUD Matrix Code 20	CDBG Citation 570.205
Type of Recipient Local Government	CDBG National Objective
Start Date (mm/dd/yyyy) 07/01/13	Completion Date (mm/dd/yyyy) 06/30/14
Performance Indicator 1 Organization	Annual Units 1
Local ID	Units Upon Completion 1

<b>Funding Sources:</b>	
CDBG	\$24,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
<b>Total</b>	<b>\$24,000</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** Sandy City

**Priority Need**  
Housing

**Project**  
ASSIST

**Activity**  
Emergency Home Repair

**Description**

Provide emergency home repair grants for eligible homeowner-occupied households who have low/mod incomes. Also to provide handicapped accessibility improvements and design assistance.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:**

(Street Address): 10000 Centennial Parkway  
(City, State, Zip Code): Sandy, UT, 84070-4148

Specific Objective Number 6	Project ID 0003
HUD Matrix Code 14A	CDBG Citation 570.202
Type of Recipient Private 570.500(c)	CDBG National Objective Low/Mod Housing 570.208(a)(3)
Start Date (mm/dd/yyyy) 07/01/13	Completion Date (mm/dd/yyyy) 06/30/14
Performance Indicator 35 Housing Units	Annual Units 35 Housing Units
Local ID	Units Upon Completion 35 Housing Units

**Funding Sources:**

CDBG	\$42,311.95
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
<b>Total</b>	<b>\$42,311.95</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** Sandy City

**Priority Need**  
Housing

**Project**  
Transitional Housing Maintenance

**Activity**  
Transitional housing repairs and upgrades

**Description**  
Provide repairs and rehabilitation to existing transitional housing units for the homeless. These are the 4 residential units within Historic Sandy that were purchased in part by CDBG funds in the late 1990s. They are owned and maintained by the Housing Authority of Salt Lake County. Work includes minor rehabilitation such as windows, doors, locks and other items that need to be replaced, as well as major rehabilitation, including building code compliance upgrades and work made necessary by an electrical fire last year.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:**  
(Street Address): 10000 Centennial Parkway  
(City, State, Zip Code): Sandy, UT, 84070-4148

Specific Objective Number 5	Project ID 0004
HUD Matrix Code 14A	CDBG Citation 570.202
Type of Recipient Private 570.500(c)	CDBG National Objective Low/Mod Housing 570.208(a)(3)
Start Date (mm/dd/yyyy) 07/01/13	Completion Date (mm/dd/yyyy) 06/30/14
Performance Indicator 4 Housing Units	Annual Units 4 Housing Units
Local ID	Units Upon Completion 4 Housing Units

**Funding Sources:**

CDBG	\$5,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
<b>Total</b>	<b>\$5,000</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

Jurisdiction's Name Sandy City

Priority Need  
Other

Project  
Section 108 Loan Scheduled Repayment

Activity  
Payment for Section 108 Loan

**Description**

Principle and interest payment for the Section 108 loan that was used to construct the Senior Center. This amount is based upon the established amortization schedule.

Objective category:  Suitable Living Environment     Decent Housing     Economic Opportunity  
Outcome category:  Availability/Accessibility     Affordability     Sustainability

**Location/Target Area:**

(Street Address): 10000 Centennial Parkway  
(City, State, Zip Code): Sandy, UT, 84070-4148

Specific Objective Number 12	Project ID 0005
HUD Matrix Code 19F	CDBG Citation 570.705(c)
Type of Recipient Local Government	CDBG National Objective
Start Date (mm/dd/yyyy) 07/01/13	Completion Date (mm/dd/yyyy) 06/30/14
Performance Indicator 0 N/A	Annual Units 0 N/A
Local ID	Units Upon Completion 0 N/A

<b>Funding Sources:</b>	
CDBG	\$223,110
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
<b>Total</b>	<b>\$221,110</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** Sandy City

**Priority Need**  
Public Services

**Project**  
Comprehensive Housing and Financial Counseling

**Activity**  
Counseling services to tenants at risk

**Description**  
It is not intended that Sandy City become a full public services city, but rather continue to contract with sub-recipients to provide necessary public services. Current goals are to continue funding to these activities and utilize the full allotment under the funding cap.

Provide counseling services to tenants who are at risk of losing their apartment due to failure to pay rent because of poor budgeting skills. Provide referrals to affordable housing units.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:**  
(Street Address): 10000 Centennial Parkway  
(City, State, Zip Code): Sandy, UT, 84070-4148

Specific Objective Number 4	Project ID 0006
HUD Matrix Code 05K	CDBG Citation 570.201(e)
Type of Recipient Private 570.500(c)	CDBG National Objective Low/Mod Limited Clientele 570.208(a)(2)
Start Date (mm/dd/yyyy) 07/01/13	Completion Date (mm/dd/yyyy) 06/30/14
Performance Indicator 50 People	Annual Units 50 People
Local ID	Units Upon Completion 50 People

**Funding Sources:**

CDBG	\$1,500
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
<b>Total</b>	<b>\$1,500</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** Sandy City

**Priority Need**  
Public Services

**Project**  
Crisis Nursery

**Activity**  
Emergency child care

**Description**

It is not intended that Sandy City become a full public services city, but rather continue to contract with sub-recipients to provide necessary public services. Current goals are to continue funding to these activities and utilize the full allotment under the funding cap.

Provide emergency child care services for families who need to go to work and the original child care provider fell through.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:**

(Street Address): 10000 Centennial Parkway  
(City, State, Zip Code): Sandy, UT, 84070-4148

Specific Objective Number 2	Project ID 0007
HUD Matrix Code 05L	CDBG Citation 570.201(e)
Type of Recipient Private 570.500(c)	CDBG National Objective Low/Mod Limited Clientele 570.208(a)(2)
Start Date (mm/dd/yyyy) 07/01/13	Completion Date (mm/dd/yyyy) 06/30/14
Performance Indicator 50 Youth	Annual Units 50 Youth
Local ID	Units Upon Completion 50 Youth

**Funding Sources:**

CDBG	\$4,500
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
<b>Total</b>	<b>\$4,500</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** Sandy City

**Priority Need**  
Public Services

**Project**  
Emergency Winter Housing

**Activity**  
Emergency winter shelter needs

**Description**  
It is not intended that Sandy City become a full public services city, but rather continue to contract with sub-recipients to provide necessary public services. Current goals are to continue funding to these activities and utilize the full allotment under the funding cap.

Provide emergency winter shelter needs for the homeless. During the colder winter months, an emergency shelter with only the very basic facilities is provided for the homeless to prevent death, illness, etc.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:**  
(Street Address): 10000 Centennial Parkway  
(City, State, Zip Code): Sandy, UT, 84070-4148

Specific Objective Number 1	Project ID 0008	<b>Funding Sources:</b>	
HUD Matrix Code 05	CDBG Citation 570.201(e)	CDBG	\$3,000
Type of Recipient Private 570.500(c)	CDBG National Objective Low/Mod Limited Clientele 570.208(a)(2)	ESG	
Start Date (mm/dd/yyyy) 07/01/13	Completion Date (mm/dd/yyyy) 06/30/14	HOME	
Performance Indicator 200 People (general)	Annual Units 200 People	HOPWA	
Local ID	Units Upon Completion 200 People	Total Formula	
		Prior Year Funds	
		Assisted Housing	
		PHA	
		Other Funding	
		Total	\$3,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** Sandy City

**Priority Need**  
Public Services

**Project**  
Homeless Shelter Operations

**Activity**  
Temporary housing for homeless

**Description**

It is not intended that Sandy City become a full public services city, but rather continue to contract with sub-recipients to provide necessary public services. Current goals are to continue funding to these activities and utilize the full allotment under the funding cap.

Provide homeless shelter services for homeless people in Salt Lake County. Counseling services, meal preparation and other similar services are provided.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:**

(Street Address): 10000 Centennial Parkway

(City, State, Zip Code): Sandy, UT, 84070-4148

Specific Objective Number 1	Project ID 0009
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient Private 570.500(c)	CDBG National Objective Low/Mod Limited Clientele 570.208(a)(2)
Start Date (mm/dd/yyyy) 07/01/13	Completion Date (mm/dd/yyyy) 06/30/14
Performance Indicator 200 People (general)	Annual Units 200 People
Local ID	Units Upon Completion 200 People

**Funding Sources:**

CDBG	\$6,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
<b>Total</b>	<b>\$6,000</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** Sandy City

**Priority Need**  
Public Services

**Project**  
Housing Outreach Rental Program

**Activity**  
Assist in obtaining affordable rental housing

**Description**  
It is not intended that Sandy City become a full public services city, but rather continue to contract with sub-recipients to provide necessary public services. Current goals are to continue funding to these activities and utilize the full allotment under the funding cap.

Provide assistance in obtaining safe and affordable rental housing. Provide landlord/tenant mediation and crisis rental/deposit/mortgage assistance to resolve immediate housing crisis.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:**  
(Street Address): 10000 Centennial Parkway  
(City, State, Zip Code): Sandy, UT, 84070-4148

Specific Objective Number 4	Project ID 0010	<b>Funding Sources:</b>	
HUD Matrix Code 05K	CDBG Citation 570.201(e)	CDBG	\$1,500
Type of Recipient Private 570.500(c)	CDBG National Objective Low/Mod Limited Clientele 570.208(a)(2)	ESG	
Start Date (mm/dd/yyyy) 07/01/13	Completion Date (mm/dd/yyyy) 06/30/14	HOME	
Performance Indicator 40 People (general)	Annual Units 40 People	HOPWA	
Local ID	Units Upon Completion 40 People	Total Formula	
		Prior Year Funds	
		Assisted Housing	
		PHA	
		Other Funding	
		Total	\$1,500

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** Sandy City

**Priority Need**  
Public Services

**Project**  
Legal Aid Society of Salt Lake

**Activity**  
No-cost legal counsel

**Description**  
It is not intended that Sandy City become a full public services city, but rather continue to contract with sub-recipients to provide necessary public services. Current goals are to continue funding to these activities and utilize the full allotment under the funding cap.

Provide no-cost legal counsel for domestic abuse victims and families in need of protective orders and other similar legal assistance.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:**  
(Street Address): 10000 Centennial Parkway  
(City, State, Zip Code): Sandy, UT, 84070-4148

Specific Objective Number 10	Project ID 0011	<b>Funding Sources:</b>	
HUD Matrix Code 05C	CDBG Citation 570.201(e)	CDBG	\$10,000
Type of Recipient Private 570.500(c)	CDBG National Objective Low/Mod Limited Clientele 570.208(a)(2)	ESG	
Start Date (mm/dd/yyyy) 07/01/13	Completion Date (mm/dd/yyyy) 06/30/14	HOME	
Performance Indicator 40 People (general)	Annual Units 40 People	HOPWA	
Local ID	Units Upon Completion 40 People	Total Formula	
		Prior Year Funds	
		Assisted Housing	
		PHA	
		Other Funding	
		<b>Total</b>	<b>\$10,000</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** Sandy City

**Priority Need**  
Public Services

**Project**  
South County Emergency Food Pantry

**Activity**  
3 Day food supply

**Description**  
It is not intended that Sandy City become a full public services city, but rather continue to contract with sub-recipients to provide necessary public services. Current goals are to continue funding to these activities and utilize the full allotment under the funding cap.

Provide emergency 3 day food supply

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:**  
(Street Address): 10000 Centennial Parkway  
(City, State, Zip Code): Sandy, UT, 84070-4148

Specific Objective Number 8	Project ID 0012	<b>Funding Sources:</b>	
HUD Matrix Code 05	CDBG Citation 570.201(e)	CDBG	\$3,000
Type of Recipient Private 570.500(c)	CDBG National Objective Low/Mod Limited Clientele 570.208(a)(2)	ESG	
Start Date (mm/dd/yyyy) 07/01/13	Completion Date (mm/dd/yyyy) 06/30/14	HOME	
Performance Indicator 300 People (general)	Annual Units 300 People	HOPWA	
Local ID	Units Upon Completion 300 People	Total Formula	
		Prior Year Funds	
		Assisted Housing	
		PHA	
		Other Funding	
		Total	\$3,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** Sandy City

**Priority Need**  
Public Services

**Project**  
South Valley Sanctuary

**Activity**  
Domestic Violence Shelter

**Description**

It is not intended that Sandy City become a full public services city, but rather continue to contract with sub-recipients to provide necessary public services. Current goals are to continue funding to these activities and utilize the full allotment under the funding cap.

Provide emergency shelter for victims of domestic abuse/violence on a short term basis.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:**

(Street Address): 10000 Centennial Parkway

(City, State, Zip Code): Sandy, UT, 84070-4148

Specific Objective Number 11	Project ID 0013	<b>Funding Sources:</b>	
HUD Matrix Code 05G	CDBG Citation 570.201(e)	CDBG	\$10,000
Type of Recipient Private 570.500(c)	CDBG National Objective Low/Mod Limited Clientele 570.208(a)(2)	ESG	
Start Date (mm/dd/yyyy) 07/01/13	Completion Date (mm/dd/yyyy) 06/30/14	HOME	
Performance Indicator 30 People (general)	Annual Units 30 People	HOPWA	
Local ID	Units Upon Completion 30 People	Total Formula	
		Prior Year Funds	
		Assisted Housing	
		PHA	
		Other Funding	
		Total	\$10,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** Sandy City

**Priority Need**  
Public Services

**Project**  
Transitional Housing

**Activity**  
Placement in Transitional Housing

**Description**

It is not intended that Sandy City become a full public services city, but rather continue to contract with sub-recipients to provide necessary public services. Current goals are to continue funding to these activities and utilize the full allotment under the funding cap.

Provide client services and selection by the Road Home for the four transitional housing units maintained by the Housing Authority for the County of Salt Lake.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:**

(Street Address): 10000 Centennial Parkway

(City, State, Zip Code): Sandy, UT, 84070-4148

Specific Objective Number 1	Project ID 0014	<b>Funding Sources:</b>	
HUD Matrix Code 05	CDBG Citation 570.201(e)	CDBG	\$3,000
Type of Recipient Private 570.500(c)	CDBG National Objective Low/Mod Limited Clientele 570.208(a)(2)	ESG	
Start Date (mm/dd/yyyy) 07/01/13	Completion Date (mm/dd/yyyy) 06/30/14	HOME	
Performance Indicator 4 Households	Annual Units 4 Households	HOPWA	
Local ID	Units Upon Completion 4 Households	Total Formula	
		Prior Year Funds	
		Assisted Housing	
		PHA	
		Other Funding	
		Total	\$3,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** Sandy City

**Priority Need**  
Public Services

**Project**  
VISIONS

**Activity**  
Domestic Violence Counseling Services

**Description**

It is not intended that Sandy City become a full public services city, but rather continue to contract with sub-recipients to provide necessary public services. Current goals are to continue funding to these activities and utilize the full allotment under the funding cap.

Provide counseling services to child witnesses of domestic violence. Work with treating at risk children and families. Assist children and non-offending parents to develop safe environments and break cycles of abuse.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:**

(Street Address): 10000 Centennial Parkway

(City, State, Zip Code): Sandy, UT, 84070-4148

Specific Objective Number 8	Project ID 0015	<b>Funding Sources:</b>	
HUD Matrix Code 05	CDBG Citation 570.201(e)	CDBG	\$5,000
Type of Recipient Private 570.500(c)	CDBG National Objective Low/Mod Limited Clientele 570.208(a)(2)	ESG	
Start Date (mm/dd/yyyy) 07/01/13	Completion Date (mm/dd/yyyy) 06/30/14	HOME	
Performance Indicator 25 People (general)	Annual Units 25 People	HOPWA	
Local ID	Units Upon Completion 25 People	Total Formula	
		Prior Year Funds	
		Assisted Housing	
		PHA	
		Other Funding	
		Total	\$5,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** Sandy City

**Priority Need**  
Public Services

**Project**  
YWCA Battered Women's and Children's Shelter

**Activity**  
Domestic Violence Shelter

**Description**  
It is not intended that Sandy City become a full public services city, but rather continue to contract with sub-recipients to provide necessary public services. Current goals are to continue funding to these activities and utilize the full allotment under the funding cap.

Provide emergency shelter to battered women and children. Some counseling services provided, as well as referrals to other safe places.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location/Target Area:**  
(Street Address): 10000 Centennial Parkway  
(City, State, Zip Code): Sandy, UT, 84070-4148

Specific Objective Number 11	Project ID 0016	<b>Funding Sources:</b>	
HUD Matrix Code 05G	CDBG Citation 570.201(e)	CDBG	\$3,000
Type of Recipient Private 570.500(c)	CDBG National Objective Low/Mod Limited Clientele 570.208(a)(2)	ESG	
Start Date (mm/dd/yyyy) 07/01/13	Completion Date (mm/dd/yyyy) 06/30/14	HOME	
Performance Indicator 40 People (general)	Annual Units 40 People	HOPWA	
Local ID	Units Upon Completion 40 People	Total Formula	
		Prior Year Funds	
		Assisted Housing	
		PHA	
		Other Funding	
		<b>Total</b>	<b>\$3,000</b>

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities  Public Housing Needs

## 2013-2014 APPROVED BUDGET

### FY 2013-2014 CDBG Recommended Budget

Funding Sources	Funding Request	Grand Total	Recommended Funding	Recommended Grand Total
2013-2014 CDBG Entitlement	\$340,428.00			
Unprogrammed Funds (completed or terminated) projects	\$44,493.95			
<b>Total Available Funds</b>		<b>\$384,921.95</b>		
<b>Administration</b>				
Administration				
Planning & Capacity Building	\$24,000.00		\$24,000.00	
Administration	\$40,000.00		\$40,000.00	
<b>Subtotal</b>		<b>\$64,000.00</b>		<b>\$64,000.00</b>
<b>Housing Rehabilitation/Economic Development</b>				
ASSIST	\$50,000.00		\$42,311.95	
Transitional Housing Maintenance	\$5,000.00		\$5,000.00	
The Haven	\$15,000.00		\$0.00	
<b>Subtotal</b>		<b>\$70,000.00</b>		<b>\$47,311.95</b>
<b>Infrastructure Improvements</b>				
Infrastructure Improvement Fund for Historic Sandy Area	\$0.00		\$0.00	
<b>Subtotal</b>		<b>\$0.00</b>		<b>\$0.00</b>
<b>Other Activities</b>				
Section 108 Loan Payment	\$223,110.00		\$223,110.00	
<b>Subtotal</b>		<b>\$223,110.00</b>		<b>\$223,110.00</b>
<b>Public Service Activities (15% CAP of Grant Amount)</b>				
Big Brothers Big Sisters of Utah	\$3,000.00		\$0.00	
Comprehensive Housing/Financial Counseling (SLCAP)	\$2,000.00		\$1,500.00	
Crisis Nursery (Family Support Center)	\$5,000.00		\$4,500.00	
Emergency Winter Housing (Road Home)	\$3,000.00		\$3,000.00	
Homeless Shelter Operations (Road Home)	\$7,500.00		\$6,000.00	
House of Hope	\$1,000.00		\$0.00	
Housing Outreach Rental Program (SLCAP)	\$2,000.00		\$1,500.00	
Legal Aide	\$12,000.00		\$10,000.00	
Medical/Dental Services for Uninsured - Community Health	\$1,600.00		\$0.00	
South County Emergency Food Pantry (SLCAP)	\$3,000.00		\$3,000.00	
South Valley Sanctuary	\$13,000.00		\$10,000.00	
Transitional Housing (Road Home)	\$3,000.00		\$3,000.00	
VISIONS (Sandy Counseling)	\$10,000.00		\$5,000.00	
YWCA	\$5,000.00		\$3,000.00	
<b>Subtotal</b>		<b>\$71,100.00</b>		<b>\$50,500.00</b>
<b>GRAND TOTAL</b>		<b>\$428,210.00</b>		<b>\$384,921.95</b>
Notes:				
Public Services is limited to 15% of the new portion of grant, or	\$51,064.20			
Administration is limited to 20% of the new portion of grant, or	\$68,085.60			



## **EXPENDITURE LIMITS**

### **Calculation of Allowable Percentages for Expenditures**

The Community Development Block Grant program provides spending limits based upon categories of activities. A participating jurisdiction may not exceed these spending limits without approval from the U.S. Department of Housing and Urban Development and only under exceptional circumstances. Such circumstances could include a natural disaster or other major disaster event within a community that stretches the area's ability to respond.

### **Administration**

A participating jurisdiction may not budget or spend more than 20% of the overall grant amount for administration of approved projects for the program year. For this action plan, Sandy City is limited to no more than 20% of \$358,346 or \$68,085. Sandy City has budgeted \$64,000, or 18.8% of the grant amount to undertake administrative functions to carry-out the approved activities for this program year.

### **Public Service**

A participating jurisdiction may not budget or spend more than 15% of the overall grant amount for Public Service activities during a program year. For this action plan, Sandy City is limited to no more than 15% of \$340,429 or \$51,064. Sandy City has budgeted \$50,500 or 14.83% of the grant amount to undertake public service activities for this program year.

### **Remaining Projects**

A participating jurisdiction is not limited in the percentage of the overall grant amount that it may budget for other eligible activities that are not characterized as Administration or Public Service activities.

### **Activity Expenditures**

#### **(FY 2013 Action Plan Submission Requirement)(91.220(I)(1)(iv))**

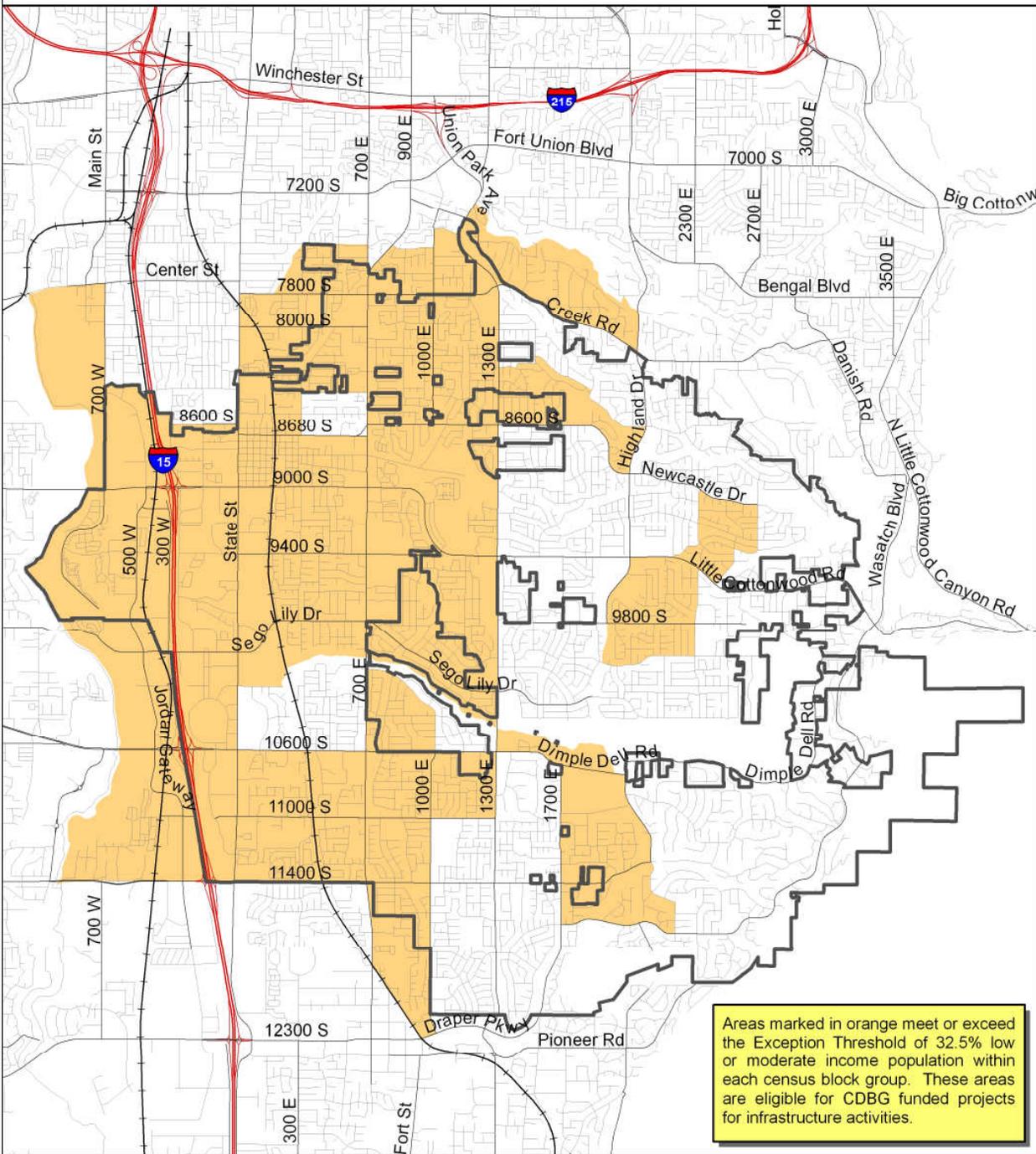
It is estimated that Sandy City will use 100% of its CDBG funds for activities that benefit persons of low-and moderate income.

## **Geographic Distribution**

#### **(FY 2013 Action Plan Submission Requirement) (91.220(f))**

Sandy City has been classified as an "exception" community with regards to eligible areas for receipt of CDBG eligible projects. The threshold for Sandy City is 32.5% LMI within a census tract. Generally speaking, the eligible LMI areas lie west of 700 East street, and contain all but one residential neighborhood in this area. The map on the following page best illustrates eligible areas for funding.

# Designated Areas of Low and Moderate Income

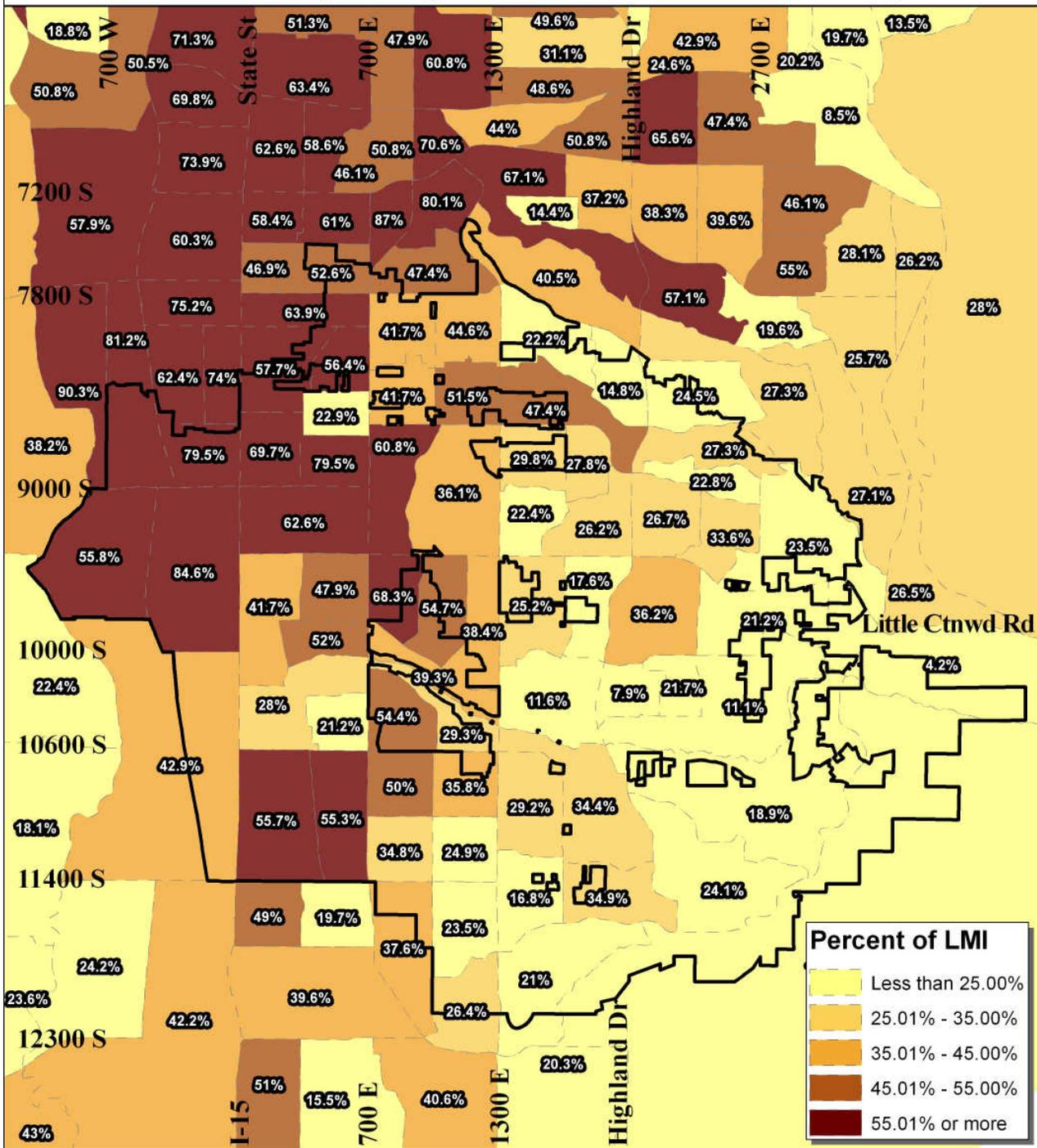


Income data is from the 2010 American Community Survey 5 year data. The low and moderate income threshold in 2010 was \$56,000.

N Produced by Sandy City GIS  
 April 2, 2012  
 0 0.5 1 Miles



# Low and Moderate Income Percentages by Census Block Group



Income data is from the 2010 American Community Survey 5 year data. The low and moderate income threshold in 2010 was \$56,000.

Produced by Sandy City GIS  
 April 2, 2012  
 0 0.5 1 Miles



## Homeless and Other Special Needs

## **Homeless Individuals and Families in Salt Lake County**

The 2010 Census did not identify the number of homeless individuals within Sandy City. Because the consolidation of services and facilities located within central Salt Lake City, the homeless population is deemed to be a county-wide population base, and not an individual participating jurisdiction geographic location base.

- Estimating the size of the homeless population is particularly difficult due to the high turnover in the population, the logistics of locating and counting homeless persons, and the seasonality of the homeless count. Several federal, state and local agencies plus advocacy groups have approached this enumeration problem in a variety of ways. In Utah, the most widely accepted methodology for counting the homeless is, first to determine the number of sheltered homeless from surveys of direct service providers and then apply an “unsheltered” ratio to derive the total sheltered and unsheltered homeless population. The unsheltered ratio was developed in *The 1995 Utah Homeless Survey* by the University of Utah, which showed that 66.5 percent of homeless were living in shelters and 33.5 percent were unsheltered.
- Using the sheltered/unsheltered methodology the number of homeless in Salt Lake County for 2004 is estimated to be between 1,200 and 1,600 people; approximately 1,220 sheltered and 358 unsheltered. An estimate of the composition of the homeless population is: 919 single men (59 percent) , 140 single women (9 percent), 218 adults in families (14 percent), 280 children (18 percent). Included in this homeless population is 120 families. These estimates are taken from the *Consolidated Plan* for the State of Utah. The Salt Lake County *Continuum of Care Homeless Assistance* and the State Homeless Coordinating Committee estimates the homeless population at about 1,503 single individuals and individuals in families.
- Using the *Consolidated Plan* estimates, the number of homeless in Salt Lake County has grown from 1,313 individuals in 1998 to 1,558 in 2004, an increase of about 11.8 percent. The relative stability of the homeless population is generally attributed to the robust local economy and very low rates of unemployment. During the decade the number of homeless single men—the largest segment of the homeless population---increased by only 7 percent. The most rapidly growing segment was homeless children. In 1990, there were 153 homeless children but by 1998 this number had increased by 57 percent to 241. The rapid increase in homeless children is reflected in the increase in the number of homeless families. The number of homeless families increased from 81 in 1990 to 120 in 1998, an increase of 48 percent.
- In the next decade changes in the homeless population will be determined by: (1) economic conditions, employment growth and the rate of unemployment, (2) the success of Salt Lake County’s Crusade for the Homeless and (3) implementation of objectives of the Long-Range Planning Committee for Homeless in Salt Lake County. There is a relatively high probability that the Crusade for the Homeless and the strategies of the Long-Range Planning Committee will result in additional shelter space and transitional housing.<sup>1</sup>

---

<sup>1</sup>Of the \$40 million the Crusade hope to raise—to date \$7 million has been raised—\$6 million would be used as seed money for transitional housing while the interest on the \$34 million endowment would be given annually to any of

**Income and Poverty**

The 2010 Census estimated that there were 4,198 persons in Sandy City living below the poverty line, or 4.8 percent of the persons for whom poverty status is determined. The total number of persons in poverty has increased by 851 individuals when compared to the 2000 Census

The economic downturn of the past 5 years has led to higher unemployment rates for the State of Utah and Sandy City, although lower than the majority of the United States. There is no concentration of geographic areas within the community that consist of individuals in poverty. They are spread-out through the community

The tables below demonstrate that income levels are spread evenly across all groups.

**Poverty Status**

Persons Below Poverty	4,198	4.8%
Persons Above Poverty	83,263	95.2%

<b>Household Income</b>	<b>2010 Census</b>	<b>2010 Percent</b>	<b>2000 Census</b>
Under \$10,000	369	1.6%	2.9%
\$10,000 to \$14,999	299	1.3%	2.1%
\$15,000 to \$24,999	860	3.8%	5.6%
\$25,000 to \$34,999	1,301	5.8%	7.8%
\$35,000 to \$49,999	2,347	10.5%	14.6%
\$50,000 to \$74,999	4,427	19.8%	24.9%
\$75,000 or More	12,784	57.2%	42.1%
Median Income		\$83,922	\$66,458

**HIV/AIDS and Active TB Disease**

***HIV/AIDS***

Since 1983 the number of AIDS cases reported in the Salt Lake City/County Health District totals 1,615. The number of AIDS deaths over the same time period is 804. In 2003, only 18 AIDS cases and 34 HIV positive cases were reported in Salt Lake County. In the past few years the number of reported HIV/AIDS cases has declined from the peak period of 1993-1996. The decline in the number of AIDS cases and deaths, which is consistent with national trends, is mostly due to effective therapies that have slowed the progression of the disease from HIV positive status to AIDS.

---

the 20 Salt Lake County agencies that help the homeless.

## Reported HIV/AIDS in Salt Lake County

Year Reported	HIV Positive	AIDS Cases	AIDS Deaths by Year
1983-1992	273	472	289
1993	44	195	79
1994	50	109	75
1995	29	110	102
1996	47	149	68
1997	40	105	39
1998	14	97	21
1999	28	110	37
2000	36	110	32
2001	29	91	19
2002	45	49	18
2003	34	18	8
<b>Total</b>	<b>570*</b>	<b>1,615</b>	<b>804</b>

\*Total fluctuates as HIV infections become AIDS cases.

Source: Salt Lake Valley Health Department.

Julie Herron of the Division of Infectious Diseases at the University of Utah Hospital, Clinic 1A estimates there are approximately 700 to 800 individuals in Salt Lake County that are HIV Positive. Clinic 1A is an outpatient clinic that case manages all of the reported HIV/AIDS cases in the county. The housing needs of these 700 individuals are served by a single agency the Salt Lake Community Action Program. Arthur Riley of the Community Action Program (CAP) is the housing placement officer dealing, on a daily basis, with the housing needs of HIV/AIDS individuals.

Housing Authorities will not provide vouchers or public housing for those with criminal records, drug abuse or undocumented workers. Therefore, CAP must resort to finding rental units in low rent apartment projects where the landlords ask few questions. Consequently, many of the HIV/AIDS individuals either live in rental slum conditions or choose to live with family or friends, often moving after a few nights to another friend's house, a practice that has become known as couch surfing .

A survey, conducted in 1997 for the HIV/AIDS Housing Plan Steering Committee, showed most individuals with HIV/AIDS prefer either to live alone or with spouse or partner. Shared housing with other HIV/AIDS individuals had some appeal to about one-third of the survey respondents. For these individuals, communal living would offer the support of others in similar situation.

Survey results also show that only about 30 percent of those with HIV/AIDS own their homes. Most individuals with HIV/AIDS are renters. And most are very low to moderate income households. Therefore, housing affordability is a significant issue with this segment of the HIV/AIDS population.

The number of reported tuberculosis cases in Salt Lake County has declined during the 1990s; dropping from 42 cases in 1990 to 29 cases in 1995 to 22 cases in 2004. Since being listed by the Center for Disease Control (CDC) in 1991 as an outbreak area for tuberculosis the county has made substantial progress in reducing the incidence of TB.

### **Housing Outreach Efforts**

Targeted outreach to residents and tenants of public housing, manufactured housing, and other families assisted by public housing agencies will be conducted. Sandy City will provide technical assistance services either directly or through contract with local counseling services.

### **Needs of Public Housing**

Sandy City does not operate a public housing agency. All public housing functions are carried out through several local non-profit agencies, including the Housing Authority for the County of Salt Lake.

There is an increased need for housing assistance within Sandy City, specifically additional Section 8 vouchers, and the construction of additional lower-income housing choice for families and singles making between 60-80% of AMI for Salt Lake County.

Sandy City approved a 280 unit affordable housing apartment complex (Coppergate Apartments), with rents targeted to families and singles with incomes ranging between 30% to 60% AMI for Salt Lake County. The project was funded primarily with LITHC credits and other assistance from the Olene Walker Homeless Trust Fund. Sandy City Community Development Staff assisted with the rezoning of the property, and assisting the developer in obtaining the appropriate approvals through the Planning Commission and City Council. City Staff has also assisted the developer with issues relating to easements, relocation of utility lines, and the relocation of a ground-mounted billboard. The last phase of the project was completed in the spring of 2005.

Sandy City continues to support The Road Home in the Transitional Housing Program - a quasi-public housing program where the City assists in the purchasing of single family homes through the Housing Authority of Salt Lake County, and then providing funding to the Road Home to place families within the homes. The purpose of the program is to provide families with stable living environments, and provide them training on how to keep a home, maintenance, budgeting and other critical life skills.

Sandy City has also participated with the group "Habitat for Humanity" to construct 5 single family attached dwellings in the Hidden Creek subdivision, located near the River Oaks Golf Course at approximately 9500 South 600 West.

With the completion of the light rail system through Sandy City it has opened up new opportunities for areas of economic development and affordable housing. Sandy City has recently approved nearly 100 acres near the light rail stations for mixed use development as well as other areas that have been recently master planned for mixed use along the light rail corridor. These proposed mixed use

developments are implementing important elements of our City's General Plan and sub-area plans for these areas. This will provide a variety of housing choices for a variety of income levels. This will also provide a wide range of economic opportunities to support the people who will live there, while creating a sense of place, community, life and vibrancy. All of these things will contribute to better quality of life in the neighborhoods.

### **Anti-Poverty Strategy**

The City will target and assist those families in poverty or near poverty with the homebuyer assistance program (funded through the HOME program), and the many housing rehabilitation programs. City staff will coordinate with the agency that will administer the homebuyer assistance program and other non-profit agencies such as ASSIST to be sure that these housing activities are pursued and completed.

Many support services are available to the public through Salt Lake County, including aging services, senior centers and available programs, Economic Development - Community Resources, Human Services Department, Substance Abuse Services, Valley Mental Health and Youth Services Division. These services can help those who are in poverty and assist families to get out of poverty. These services can also advertise programs that will economically assist very-low and low-income households.

### **Lead-Based Paint Hazards**

Buildings and structures that were constructed prior to 1978 have a potential to have been painted with lead-based paint. If these structures were demolished or remodeled, it has been determined by competent medical authority that such actions could expose persons to lead-based paint hazards that can have negative effects upon their health. Sandy City has created a database of known structures that were constructed prior to 1978, and has provided a detailed parcel map of such properties to agencies that provide housing rehabilitation services for Sandy City. The same map is also used by Building Permitting Staff to determine if additional safeguards are needed for owner-contractor remodeling or demolition of a residential structure. Removal or stabilization of lead-based paint is performed by certified contractors as per guidelines per safe work practices and others as established by Federal agencies.

The City will increase the awareness and communication among property owners and residents of hazards of lead-based paint. This will be accomplished through the use of printed and electronic media and the City's internet web site. Additional information is provided by the County Health Department, who has prepared a pamphlet explaining health hazards of lead-based paint, and what lead poisoning can result from. The City will continue to educate the public in regards to lead-based paint.

During the program year 2013-14, the City will complete the following actions concerning lead-based paint hazards:

- Continue to review all building permits against our existing database of homes that are suspected or know to contain lead-based paint, and require mitigation or removal of any lead-based paint hazards in the identified homes.
- Continue to provide pamphlets and newsletter articles to the public on what lead poisoning is, and what can be done to safely remove lead-based paint hazards.

## **Other Actions**

### **Obstacles to meeting underserved needs**

#### **(FY 2013 Action Plan Submission Requirement) (91.220(f))**

The City will expand their reach to those people who have underserved needs or special populations within the City. All comments from these special population groups will be accounted for and be examined to determine what priorities the City will take to increase their status. Funding allocations, social agency referrals or education may be solutions to their problems or issues.

### **Fostering and Maintaining Affordable Housing**

The City will take action during the next year to foster and maintain affordable housing. Some of the priorities may not be involved with affordable housing, but involve overall residential development that is important to Sandy City.

- Promote to preserve and rehabilitate existing housing stock through the HOME Investment Partnership Act, the Olene Walker Trust Fund, the ASSIST Emergency Home Repair Program, and other housing rehabilitation programs.
- Encourage the upkeep, maintenance and rehabilitation of existing housing in the City. Promote increased awareness and communication among property owners and residents on the importance of property maintenance for long-term housing quality.
- Maintain and enhance the quality of existing residential neighborhoods through residential code enforcement.
- Promote the development of compatible mixed-use projects in order to create various interacting uses, which promote the efficient use of facilities and services. Mixed-uses may include residential, commercial and office uses and could compliment any suburban setting, with pedestrian connections between projects and mass transit.
- Establish target areas for future housing rehabilitation and maintenance programs.

### **Removing Barriers to Affordable Housing**

Sandy City will complete the following activities to remove barriers to affordable housing:

- Review development standards within the City's Land Development Code (zoning ordinance) to include provisions to facilitate affordable housing without diminishing quality. Standards that are scheduled to be reviewed and amended include increasing development density, building placement requirements, and creation of requirements that a percentage of units in a multifamily development be set aside for LMI populations.
- Encourage the placement of a wide variety of housing types where applicable. This includes manufactures homes, condominiums, and multifamily housing developments.
- Permit flexible development standards in planned unit developments that encourage housing development that meets the needs of the community. Such standards include clustering of units, increased density based upon design criteria and other site development standards as appropriate.
- Continue to promote housing programs that target residents with income under the 80 percent of County Median.
- Support and explore the needs of housing advocacy groups and/or housing affordability boards that can fill a gap between developers and public agencies.

**Impediments to Fair Housing and Choice and Actions to Overcome Them**

\*\*Sandy City is currently working with Salt Lake County and other jurisdictions in the area to determine additional impediments and to develop an action plan to address these. It is anticipated that this plan will be completed in time for the FY 2012-2013 CAPER and will be included therein. This will also address the concerns noted in the Annual Community Assessment for FY 2009-2010.

Sandy City performed an “Analysis of Impediments to Fair Housing Choice” in January of 1997 and updated in 2003. In 2005 and 2010 Salt Lake County updated the study for all consortium members. The report reviews and updates the data and analysis contained in the previous Impediments study. The purpose of the assessment was to gather in-depth and up-to-date information concerning the pressing fair housing issues in Sandy City and the entire Salt Lake County. This includes analysis of progress being made to remove barriers to the development of housing choices for low income households and those with special needs. Previously Sandy City and Salt Lake County prepared a separate AI. The following is a summary of the new report Sandy City section) that updates the previous Sandy City and Salt Lake County Analysis of Impediments Action Plan and combines the two AIs.

I. Profile of Sandy City

Profile	Number
Square Mile	22.81
Population (Estimated 2008)	96,660
Housing Units (Current estimate by City)2005	27,920

Percent Owner Occupied, 2000	84%
Percent Renter Occupied, 2000	16%
Low to moderate income households with gross rent 30% or more of household income (2000)	1,185
Low to moderate income households with monthly owner cost 30% or more of household income (2000)	2,573
Percent of total households that were low to moderate income households with housing cost burdens in excess of 30% of income (2000)	15%

A. Brief description of Sandy City.

Sandy City, which was incorporated in 1893, is located in the south/eastern section of Salt Lake County. Sandy City is the third largest city in salt Lake County. In 2010, the median household income was \$75,284 with the median house value being \$287,600 (2007-2011 ACS). Sandy City has very few large areas of vacant residential land. As of 2012, there were approximately 500 acres of vacant residential property in the City. Consequently, the City has experienced only moderate levels of construction since 2000, unlike the high levels of constructions seen between 1980-2000.

B. Indicators of housing for low to moderate income households.

There were approximately 2,096 units authorized for construction from 2001 and 2009. Of this total 51% were single family houses. This is far below the 82% for single family in 2000. The city had a condo boom from 2000-2009. 653 condos were authorized for construction (31% of the total). 334 apartments or 16% were authorized. This is slightly below the 18% in 2000.

Since 2010, the City has issued 275 single family permits and 26 Multi family permits. However, the City has recently seen an interest in increased density, with nearly 1400 residential units under review or consideration. The majority of these units are multi-family projects and include senior housing as well as moderate-income housing options.

There are concentrations of low to moderate income housing in Sandy City. The principle location is in the Historic Sandy District. This area is bounded by State Street to the west, 700 East to the east, 8400 South to the north and 9000 South to the south.

II. Conclusions

A summary of current zoning ordinances and policies and their impact on low to moderate income housing.

A. Does current zoning exclude, encourage or have a neutral effect on low to moderate income housing?

A variety of residential zones exist in Sandy. Minimum lot sizes for single family detached homes range from 4,500 (TND Overlay Zone) square feet to an acre. Much of Sandy City's residential land is zoned to permits lots of 8,000 square feet to 10,000 square feet. Sandy City allows higher density housing through the TND Overlay Zone, Planned Unit Development (PUD), Residential Multifamily Zone (RM), Mixed Use Zone (MU) and the Mobile Home Zone (MH). The density associated with the multifamily zones are based on the plan and design of the project (Density by Density).

- B. Does current zoning allow for high density development of available vacant ground?

Yes. The City has recently rezoned several large parcels, one was zoned for large one acre lots and the others had commercial zones. These parcels were rezoned to the Mixed Use Zone, which does not have a density maximum. Sandy City has recently approved nearly 100 acres near light rail stations for mixed use development as well as in other areas. This will provide a variety of housing choice for a variety of income levels. The PUD Zone also allows for high density housing. Under the PUD Zone 280 affordable apartment units were completed near State Street in 2005.

- C. Do building, hook-up and impact fees affect development of low to moderate income housing?

The development fees Sandy City charges do impose higher cost to develop land. However, the fees are typical and do not impose any out of the ordinary cost. Hook-up and building fees typically total around \$7,334 per home.

- D. Do building requirements (set-backs, front yard, side yard or amenities) for housing impede the development of low to moderate income households?

Building requirements and dimensions are standard and do not impede low to moderate income housing in sandy City.

- E. Is cluster dwelling (e.g. Planned Unit Development) encouraged versus single family home sites?

Sandy City does have a PUD Ordinance. There is not a minimum acreage size requirement (5 acres or more is encouraged). The density is determined by the City Council. Sandy City also has a Mixed Use Ordinance that encourages clustering of dwellings. The density is determined by the design of the project.

- F. Does definition of "family" prevent sharing of housing?

Housing can be shared by related household members. Four unrelated individuals can live in a single family dwelling unit.

- G. Are group homes (nursing homes, facilities for disabled) permitted throughout the community.

Residential facilities for the elderly and disabled are allowed throughout residential zones as a

permitted use.

### **Additional Actions Taken to Address impediments:**

Because of the very wide range of origins for the types of discrimination complaints filed (i.e., apartment rental denial, single family home rental denial, comments made by existing tenants, etc.), it is very difficult if not impossible to completely eliminate this type of discrimination. The City has coordinated via the Police Department several meetings with local landlords of multiple unit housing to help them screen for felons and have provided training on the do's and don't's of screening potential renters.

Most new multifamily housing has been constructed on the edge of established single family neighborhoods. This has generally been at the request of the developer, as it was felt by them that fewer individuals would oppose such a development in outlying areas of the City and most cases this is what property is still available for development. However, with the completion of the light rail system through Sandy City it has opened up new opportunities for areas of affordable housing. Sandy City has recently approved nearly 100 acres near the light rail stations for mixed use development as well as other areas that have been recently master planned for mixed use along the light rail corridor. These proposed mixed use developments are implementing important elements of our City's General Plan and sub-area plans for these areas. This will provide a variety of housing choices for a variety of income levels. This will also provide a wide range of economic opportunities. The last phase of a 280 affordable apartment complex was completed in 2005 and a 320 unit condominium project is currently under construction.

The City does not have any policies that discriminate against minority populations, and has no controls over wages earned by minorities throughout the County.

The City has purchased homes to be used as Transitional Housing Units for previously homeless persons/families. During 2001, the City was able to purchase a 3-bedroom home for use by a larger family.

The City continues to support group homes within the community, and recently modified zoning restrictions to make siting of such homes easier.

### **Developing Institutional Structure**

The Sandy City Community Development Department administers the CDBG Program. The City coordinates its activities with the other participating jurisdictions in the CDBG Program throughout Salt Lake County to enhance service delivery.

For the HOME Investment Partnership Program, Sandy City participates as a member of the Salt Lake County Consortium. Member jurisdictions include Sandy City, West Jordan City, West Valley City, City of Taylorsville, and the County of Salt Lake. Salt Lake County is the lead agency and coordinates annual budget and funding allocations for all member agencies.

A gap in the delivery system is the lack of coordination between nonprofit agencies, banks,

developers, property owners and the City. Communication among these agencies and groups to improve service delivery and to develop new affordable housing programs is improving. The City will try to decrease this gap during the 2013-14 Program Year.

### **Coordination Between Public and Private Housing and Social Service Agencies**

Sandy City worked pro-actively with private housing and social service agencies who provide services within our community and county-wide to develop this action plan. These agencies include:

- The Long Range Planning Committee for the Homeless
- The Utah Chapter of NAHRO Executive Committee
- The Road Home
- Housing Authority of the County of Salt Lake
- Housing Authority of West Valley City
- Salt Lake Community Action Program

### **Public Housing Initiatives**

The City coordinates public housing improvements and initiatives with the Housing Authority of the County of Salt Lake on an annual basis. The Housing Authority currently owns and operates four units of transitional housing for homeless persons within Sandy. The newer unit has been remodeled to have four bedrooms to accommodate larger families from The Road Home, who provides clients for the Housing Authority for occupancy of the transitional housing units.

The Housing Authority also operates the Section 8 Housing Program, and administers vouchers for rent. Due to the higher amount of rent charged by area apartment complexes, the eligible areas for vouchers lie within the Historic Square Mile of Sandy City. Under the Section 8 program, tenants are required to pay 30 percent of their family income for rent and HUD Pays the balance of the contract rent to the owner of the rental unit. Rental assistance payments are made directly to private owners who lease their units to very low and low income families. The rent is based on the number of bedrooms and the Fair Market Rent established for the Salt Lake County MSA.

Sandy City is committed to increasing the number of transitional housing units throughout the community, and continually evaluates the housing market for homes that may become available within a target range of available funds.

The City will continue to monitor the existing public housing within the City for compliance with housing maintenance and appearance standards. The preservation of existing public housing stock is of continual importance to the City.

### **Assist “Troubled” Public Housing Agencies**

There are no public housing agencies located within Sandy City. The Housing Authority of the County of Salt Lake provides county-wide housing services. It has not been identified as a “troubled” agency.

### **Housing Plan (Including Moderate Income Housing Plan) – Adopted 2013**

In early 2013, the City amended the Housing Element of the General Plan by adopting a new housing plan. This element was in need of updating and did not address current needs and

concerns. The intent of the new Housing Element is to analyze the existing housing stock and conditions within the City to help in determining what needs should be met by future planning efforts. Goals address the following:

1. **Quality Growth** – Promote a stable and sustainable community by providing the opportunity for a variety of housing types and densities
2. **Maintenance** – Maintain and enhance neighborhood characteristics while allowing for modification and renovation of existing residences
3. **Community** – Encourage the preservation, upkeep, and maintenance of existing housing
4. **Interaction** – New and existing housing should complement the non-residential uses throughout the City and region
5. **Special Needs and Fair Housing** – The City strives to provide a range of housing opportunities for all residents, including those with special needs, and to eliminate discrimination in housing availability
6. **Moderate Income Housing** – The City should make every effort to provide opportunities for housing and community involvement to persons of moderate income

## **Citizen Participation**

Sandy City adopted a citizen participation plan in 1995 compliant with guidelines set forth by the U.S. Department of Housing and Urban Development, and revised the plan with the FY03-04 Action Plan. A copy of the plan is included with this action plan.

Sandy City residents are encouraged to participate in City Council meetings, as well as Planning Commission meetings and CDBG Citizen Advisory Committee Meetings. At each City Council meeting, time is set aside to permit residents to comment or provide opinions about any City issue. The public may ask questions, criticize past actions, and offer ideas that will make Sandy City a better community. These comments are a good resource to assist in establishing future goals for the 5-Year Consolidated Plan and the Annual Action Plan.

If the City receives complaints or suggestions concerning any issue or funding listed in this plan, the City will respond in writing to that individual or agency within 15 days from the date the City receives the written complaint.

In compliance with the Americans with Disabilities Act, Sandy City will make reasonable accommodations for those individuals who are disabled and wish to participate in any public meeting. Such individuals can contact the City in advance to arrange for assistance. All public meetings are held in compliance with the Americans with Disabilities Act held at City Hall or other locales throughout the community.

## **Monitoring**

The Community Development Block Grant Program Administrator will regularly monitor all projects and programs that are to be funded during FY13-14. Subrecipients and projects will be monitored to verify compliance with HUD regulations and relevant Federal statutes as applicable to the delivery of the program. Subrecipients will also be reviewed to verify consistency with the terms and goals of the 5 Year Consolidated Plan and Strategy. Monitoring consists of on-site visits once per year and technical assistance consultations as needed.

During FY12-13, Sandy City was monitored by HUD. All concerns from the auditor were addressed.

## **Certifications**

### *The Required HUD Certifications For Sandy City*

Attached are the required certifications that are part of the One-Year FY 2012-13 Action Plan for Sandy City.

### *Citizen Participation Plan*

### *Proof of Publication of Hearing*

## LOCAL GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing --** The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan --** It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace --** It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

2. Establishing an ongoing drug-free awareness program to inform employees about -

- (a) The dangers of drug abuse in the workplace;
- (b) The grantee's policy of maintaining a drug-free workplace;
- (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;

4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -

(a) Abide by the terms of the statement; and

(b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -

(a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**Anti-Lobbying --** To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction --** The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan --** The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3 --** It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

## Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation --** It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan --** Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan --** It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds --** It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);

2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2\_012\_, 2013, 2014 (a period specified by the grantee consisting of : one, two, or three (circle # of year(s) specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force --** It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-discrimination laws --** The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint --** Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

**Compliance with Laws --** It will comply with applicable laws.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

DRAFT

**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

DRAFT

**Specific HOME Certifications**

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance --** If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

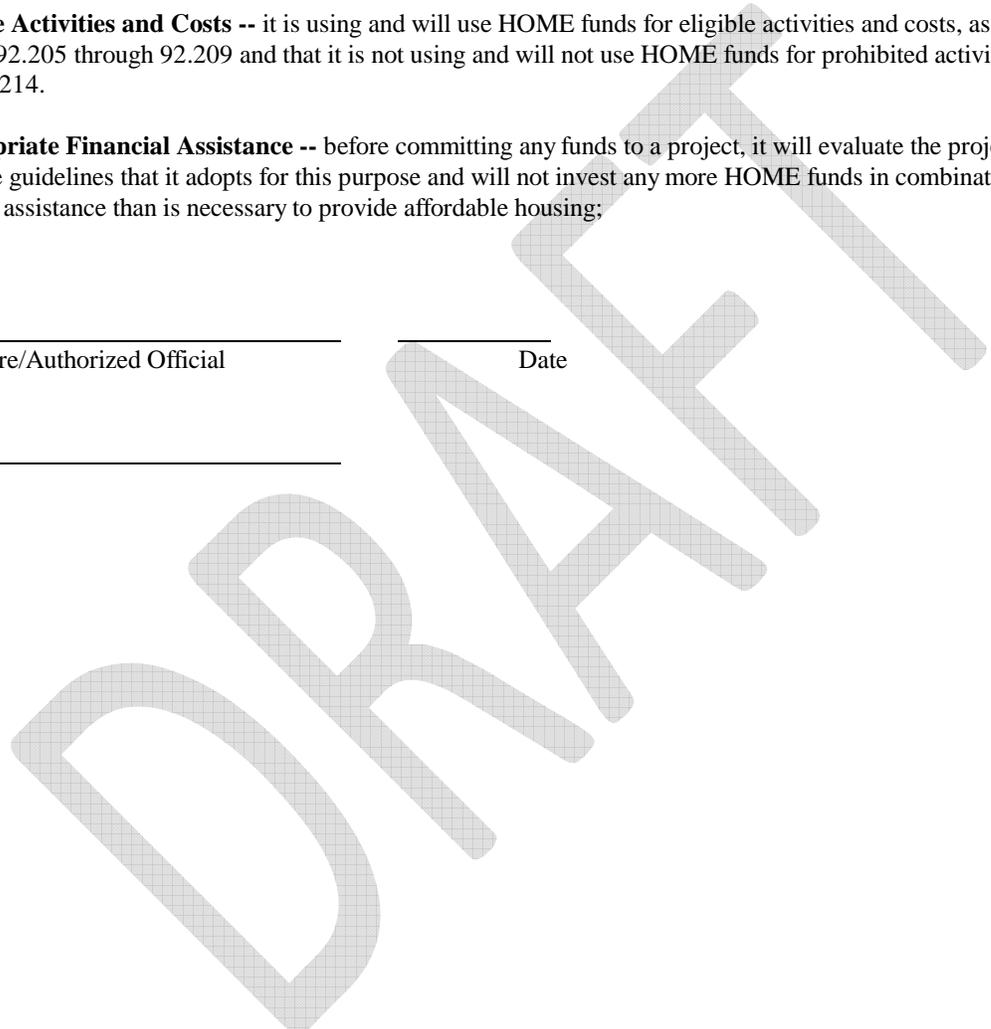
**Eligible Activities and Costs --** it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance --** before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing:

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title



## ESG Certifications

The Emergency Shelter Grantee certifies that:

**Major rehabilitation/conversion --** It will maintain any building for which assistance is used under the ESG program as a shelter for homeless individuals and families for at least 10 years. If the jurisdiction plans to use funds for purposes less than tenant-based rental assistance, the applicant will maintain any building for which assistance is used under the ESG program as a shelter for homeless individuals and families for at least 3 years.

**Essential Services --** It will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure as long as the same general population is served.

**Renovation --** Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services --** It will assist homeless individuals in obtaining appropriate supportive services, including permanent housing, medical and mental health treatment, counseling, supervision, and other services essential for achieving independent living, and other Federal State, local, and private assistance.

**Matching Funds --** It will obtain matching amounts required under \$576.71 of this title.

**Confidentiality --** It will develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement --** To the maximum extent practicable, it will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, operating facilities, and providing services assisted through this program.

**Consolidated Plan --** It is following a current HUD-approved Consolidated Plan or CHAS.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

**HOPWA Certifications**

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

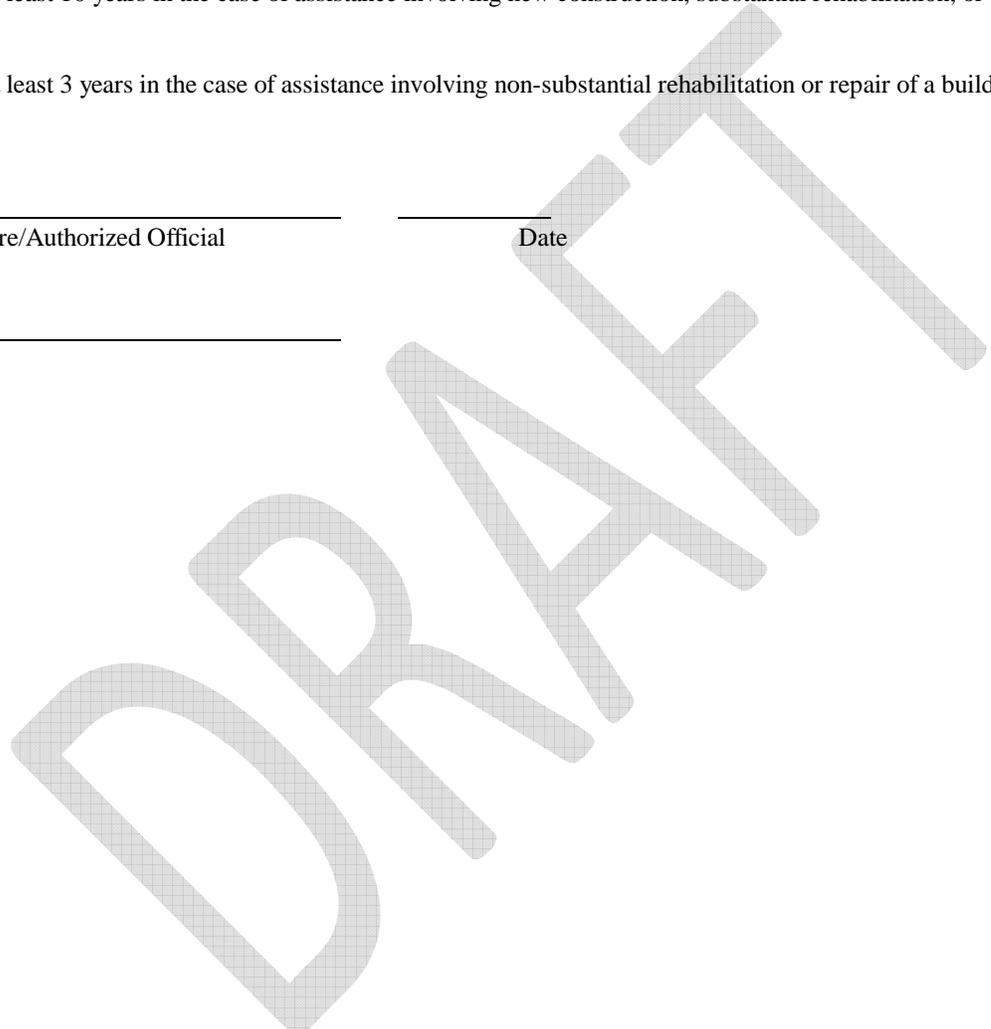
**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

- 1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
- 2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title



## APPENDIX TO CERTIFICATIONS

### INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

#### A.Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### B.Drug-Free Workplace Certification

- 1.By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
- 2.The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
- 3.For grantees other than individuals, Alternate I applies. (This is the information to which jurisdictions certify).
- 4.For grantees who are individuals, Alternate II applies. (Not applicable jurisdictions.)
- 5.Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
- 6.Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
- 7.If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).
- 8.The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

---

\_\_\_\_\_ Check \_\_\_ if there are workplaces on file that are not identified here; The certification with regard to the drug-free workplace required by 24 CFR part 24, subpart F.

9.Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C.812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

DRAFT

# **Citizen Participation Plan**

## **Prepared by:**

CDBG Citizens Advisory Committee

## **Committee Staff:**

James L. Sorensen  
CDBG Program Administrator  
10000 Centennial Parkway  
Sandy, UT 84070

## **Introduction**

Sandy City is required by law to have a detailed Citizen Participation Plan, which contains the City's policies and procedures for public involvement in the Consolidated Plan process and the use of CDBG money. This Citizen Participation Plan must be available to the public.

## **Encouraging Public Participation**

The law requires that our Citizen Participation Plan both provides for and encourages public participation, emphasizing involvement by low and moderate-income people, especially those living in low and moderate-income neighborhoods. Also, the U.S. Department of Housing and Urban Development (HUD) expects Sandy City to take whatever actions are appropriate to encourage participation of minorities, people who do not speak English, and people with disabilities.

Copies of this Citizen Participation Plan, as well as summaries of basic information about CDBG and the Consolidated Planning process are available in the languages of residents who comprise a significant portion of the low and moderate income population. Currently, Sandy City has materials in English. Residents needing materials in other languages are encouraged to contact City Community Development staff.

## **Participants in the Plan**

Many different groups are instrumental in the citizen participation plan process and in ensuring that its objectives are carried out. This section briefly identifies each group and their role in the process.

### **City Council**

As elected representatives of the citizens of Sandy City, is the policy making body and the ultimate authority in the citizen participation structure. City Council approves the budget for the federal grant programs (CDBG and any other special grant programs for which the City may make application) and thus is the final authority in all matters regarding the programs at the local level. All City Council meetings are open to the public except as limited by law. City Council meets in formal session on every Tuesday.

### **The Community Development Department**

This group represents the City Staff that is responsible for planning, implementing and assessing the federal grant dollars received by the City from the U.S. Department of Housing and Urban Development (HUD). The role of the Community Development Department is to advise City Administration and City Council on matters related to the federal grant programs and provide technical assistance and informational support to all other components of the Citizen Participation structure. The Community Development Department acts as a solicitor of citizen input and is responsible for ensuring compliance with the rules and regulations governing the federal grant programs administered on behalf of the City.

### **CDBG Citizens Advisory Committee**

The City will utilize a CDBG Citizens Advisory Committee to review and analyze programs and services provided under the federal block grant programs. This committee will review proposals submitted for funding under the federal grant programs and assist in the development of plans required by HUD (as applicable). Staff will forward the recommendation of this committee to the City Council for final approval. The committee consists of no less than 7 nor more than 15 members. 2/3's of the committee members are appointed by the City Council, and 1/3 by the Mayor. The committee typically meets 8 times during the calendar year, including public hearings and field trips. All meetings are open to the public. Agendas are posted in City Hall, and the City Website.

## **The Role of Citizens**

The primary purpose of the programs covered by this Citizen Participation Plan is to improve communities by providing: decent housing, a suitable living environment, and growing economic opportunities, all principally for low and moderate-income people.

Because the amount of federal CDBG money that Sandy City receives each year is primarily based upon the severity of both poverty and substandard housing conditions within the community, it is necessary that public participation genuinely involve low income residents who experience these conditions. Genuine involvement by low income people must take place at all stages of the process, including:

- Identifying needs
- Prioritizing identified needs and suggesting the types of programs to meet high-priority needs.

## **The Various Stages of the Consolidated Plan Process**

The policies and procedures in this Citizen Participation Plan relate to several stages of action mentioned in law or regulation. In general, these stages or events include:

- Identification of housing and community development needs.
- Preparation of a draft use of funds for the upcoming year called the proposed Annual Action Plan or the development of the new five-year Consolidated Plan.
- Formal approval by the City Council of a final Annual Action Plan or new five-year Consolidated Plan.
- Occasionally during the year, it might be necessary to change the use of budgeted funds in an Annual Action Plan, or to change the priorities established in the five-year Consolidated Plan. In that case, a formal Substantial Change Amendment will be published for citizen input and acted upon by City Council if the necessary change meets the substantial change definition. After a program year is complete, an Annual Performance Report must be drafted for public review and comment and then sent to HUD.

## The Program Year

The program year chosen by Sandy City is July 1<sup>st</sup> through June 30<sup>th</sup> of the following year.

## PUBLIC NOTICE

### Items Covered by the Public Notice Requirement

There shall be advanced public notice one a federally required document is available, such as the Proposed Annual Action Plan or five-year Consolidated Plan, any proposed Substantial Amendment to the Action Plan or Consolidated Plan, and the Annual Performance Report.

In addition, there shall be advanced public notice of all public hearings relating to the funds or planning process covered by this Citizen Participation Plan.

### Public Notice

Advance notice will be given with enough lead-time for the public to take informed action! The amount of lead-time can vary, depending on the event. Specific amounts of time are given for different events later in this Citizen Participation Plan. The content of notices will give residents a clear understanding of the event being announced.

### Forms of Public Notice

- Public notices will be published in the Salt Lake Tribune in the legal notice section
- We may also use display ads and press releases in public service announcements.
- Where applicable by the program being notices, we may also give notice through letters to neighborhood organizations, public housing representatives, and agencies providing services to lower income people.
- Public Notices will be posted on the Sandy City web site at [www.sandy.utah.gov](http://www.sandy.utah.gov)
- Notice will be sent to any person or organization requesting to be on a mailing list.

## PUBLIC ACCESS TO INFORMATION

As required by law, Sandy City will provide the public with reasonable and timely access to information and records relating to the data or content of the Consolidated Plan, as well as the proposed, actual, and past use of funds covered by this Citizen Participation Plan.

Also, as required by law, Sandy City will provide the public with reasonable and timely access to local meetings relating to the proposed or actual use of funds.

## **Standard Documents**

Standard documents include:

- The proposed and final Annual Action Plans.
- The proposed and final five-year Consolidated Plan
- Proposed and final Substantial Amendments to either an Annual Action Plan or the five-year Consolidated Plan.
- Annual Performance Reports
- The Citizen Participation Plan.

## **Availability of Standard Documents**

In the spirit of encouraging public participation, a limited number of copies of standard documents will be provided to the public within three working days of a request. These materials will be available in a form accessible to persons with disabilities if requested. Electronic versions of these standard documents will be made available.

## **Places Where Standard Documents Are Available**

Standard documents will be available at the City's Community Development Office and at the City's internet website ([www.sandy.utah.gov](http://www.sandy.utah.gov))

## **PUBLIC HEARINGS**

Public hearings are required by law in order to obtain the public's views and to provide the public with the City's responses to public questions and proposals.

Public hearings will be scheduled at all stages of the process, including at least a hearing about community needs, a public hearing to review proposed uses of funds, and a public hearing to assess how funds were spent during the previous program year.

The block grant budget is part of the City budget cycle, as such, the City will follow its public input schedule for the City budget.

### **Access to Public Hearings.**

Public hearings will be held only after there has been adequate notice as described in the Public Notice part of this Citizen Participation Plan, including publication in the legal notice section of the newspaper no less than 10 days prior to the public hearing.

Public hearings will be held at times and locations convenient to and accessible by people who might benefit the most from the use of funds.

## **Public Hearings and Populations with Unique Needs.**

All public hearings will be held at locations accessible to people with disabilities, and provisions will be made for people with disabilities when requests are made at least five working days prior to a hearing. Translators will be provided for people who do not speak English when requests are made at least seven working days prior to a hearing.

## **THE STAGES IN THE PROCESS**

### **1. Identifying Needs**

In order to encourage public involvement, at least one public hearing to determine the specific needs and priorities identified by low and moderate-income people, will be held in a location other than the main City Administration building (city hall).

Public hearings about needs will be completed before a draft of the Annual Budget is published for comment, so that the needs identified can be considered by the City and addressed in the draft Annual Action Plan.

### **2. The Proposed Annual Action Plan (and/or five-year Consolidated Plan)**

The law providing funds covered by this Citizen Participation Plan calls for improved accountability of jurisdictions to the public. In that spirit and in compliance with the terms of the law, Sandy City will use the following procedures:

#### **A. General Information**

At the beginning of this stage, Sandy City will provide the public with an estimate of the amount of CDBG funds it expects to receive in the upcoming year, along with a description of the range of types of activities that can be funded with these resources. Also, the public will be given an estimate of the amount of these funds, which will be used in ways that will benefit low and moderate-income people.

#### **B. Anti Displacement Policy**

The City has adopted an anti-displacement and relocation assistance plan. The City will make every attempt not to displace individuals or families as a result of projects funded with federal block grant funds. The City will replace all occupied and vacant occupiable lower income housing demolished or converted to a use other than lower income housing in connection with a project assisted with funds provided by federal block grant funds.

All replacement housing will be provided within three years after the commencement of the demolition or conversion. Before entering into a contract committing the City to provide funds for a project that will directly result in demolition or conversion, Sandy City will make public by publication in a newspaper of general circulation and submit to HUD the following information in writing:

- A description of the proposed assisted project.
- The address, number of bedrooms and location on a map of low income housing that will be demolished or converted to a use other than low income housing as a result of an assisted project
- A time schedule for commencement and completion of the demolition or conversion.
- To the extent known, the address, number of bedrooms and relocation on a map of the replacement housing that has been or will be provided.
- The source of funding and a time schedule for the provision of the replacement housing.
- The basis for concluding that the replacement housing will remain low income housing for at least 10 years from the date of initial occupancy.
- Information demonstrating that any proposed replacement of housing units with smaller dwelling units (e.g., a two bedroom unit replaced with two one bedroom units), is appropriate and consistent with the housing needs and priorities identified by the City and included in the Consolidated Plan.

If the specific location of the replacement housing and other data in items 4 through 7 are not available at the time of the general submission, the City will identify the general location of such housing on a map and complete the disclosure and submission requirements as soon as the specific data is available. The Community Development Department is responsible for tracking the replacement of lower income housing and ensuring that it is provided within the required time period.

### **C. Technical Assistance**

City staff will work with organizations that represent low and moderate income people and who are interested in submitting a proposal to obtain funding for an activity. All potential applications for funding are encouraged to contact City staff for technical assistance before completing a proposal.

### **D. Availability fo the Proposed Annual Action Plan.**

The proposed Annual Action Plan will be made available to the public at least 30 days prior to approval of the final Annual Action Plan by City Council so that citizens will have a reasonable opportunities to examine it and to submit comments. A limited number of copies of the proposed Annual Action Plan will be made available to the public upon request and at the locations specified above in the section, *Public Access to Information*.

### **E. Public Hearing and Further Action**

In preparing the final Annual Action Plan, careful consideration will be given to all comments and views expressed by the public, whether given as verbal testimony at the public hearing or submitted in writing during the review and comment period. The final Annual Action Plan will include all comments and explain why any comments were not accepted.

### 3. The “Final” Annual Action Plan and/or five-year Consolidated Plan

A limited number of copies of the final Annual Action Plan and/or five-year Consolidated Plan will be made available to the public within three working days of request. In addition, copies will be available at the locations specified above in the section, *Public Access to Information*.

### 4. Amendments to the Annual Action Plan and/or five-year Consolidated Plan

The final Annual Action Plan and/or five-year Consolidated Plan will be amended any time there is: a change in one of the priorities presented on the HUD required Priority Table; a change in the use of money to an activity not mentioned in the final Annual Action Plan and/or Consolidated Plan; or a change in the purpose, location, scope or beneficiaries of an activity.

#### Substantial Amendments

Any substantial change in the programs must be approved by City Council at a public hearing. It will then be submitted to HUD for informational purposes. The public hearing will be at a time and place that is conducive for the inclusion of all persons who would be affected by the change. In addition, any substantial change will be published in a newspaper of general circulation and citizens will be given 30 days to comment on the change(s). The following changes are considered substantial amendments:

- The proposed amendment requires prior HUD approval;
- The proposed amendment involves the transfer of funds of \$25,000 or more from one project to another;
- The amount involved in the proposed amendment exceeds 50% of the total project cost;
- The proposed amendment deletes an activity described in the Consolidated Plan;
- The proposed amendment changes the beneficiaries of an activity by more than 50%; or
- The proposed amendment adds an activity not described in the Consolidated Plan.

Any proposed amendment(s) to the approved Consolidated Plan that does not meet the above definition of a substantial change will be subject to the following procedures:

- The Community Development Block Grant Program Administrator may approve changes involving a cumulative amount of up to \$24,999 per line item. A record of the transaction will be included in the budget file.
- Any change that comes about as a result of a disaster declared by either the Mayor or the Governor shall be included and notice of change will be given to the public. However, in this case, the 30-day comment period is not applicable.

#### Public Notice and Public Hearing for Substantial Amendments

There must be reasonable notice of a proposed Substantial Amendment so that citizens will have an opportunity to review it and comment. Notice will be made according to the procedures described earlier in this Citizen Participation Plan, with the addition of the following procedures specifically for Substantial Amendments:

- A detailed written description fo the propsoed Substantial Amendment will be made available to the public within three working days of the request and copies will be available at the locations indicated earlier in this Citizen Participation Plan under *Public Access to Information*.
- The public hearing on the Substantial Amendment will take place after the public has had 30 days to review and comment on the proposed Substantial Amendment.
- In preparing a final Substantial Amendment, careful consideration will be given to all comments and views expressed by the public, whether given as verbal testimony at the public hearing or submitted in writing during the review and comment period. The final Substantial Amendment will include all comments and explain why any comments were not accepted.

### The Annual Performance Report

Every year, Sandy City must submit to HUD an Annual Performance Report within 90 days of the close of the program year. In general, the Annual Performance Report must describe how funds were actually used and the extent to which these funds were used for activities that benefitted low and moderate-income people.

#### Public Notice for the Annual Performance Report

There must be reasonable notice that an Annual Performance Report is available so that citizens will have an opportunity to review it and comment. Notice will be made according to the procedures described earlier in this Citizen Participation Plan, with the addition of the following procedures specifically for Annual Performance Reports:

- There will be a 15 day review and comment period for the Annual Report before it is submitted to HUD.
- A complete copy of the Annual Performance Report will be made available to the public within three working days of a request and at the locations indicated earlier in this Citizen Participation Plan under *Public Access to Informaiton*.
- In preparing an Annual Performance Report for submission to HUD, careful consideration will be given to all comments and views expressed by the public. The Annual Performance Report sent to HUD will include all comments and explain why any comments were not accepted.

### COMPLAINT PROCEDURES

All complaints related to any phase of the programs covered under the Consolidated Plan should be delivered in writing to the Community Development Block Grant Program Administrator in the Community Development Department for Sandy City, Utah at 10000 Centennial Parkway, Sandy, Utah 84070. Complaints can also be mailed to the same address. All complaints will be given consideration and answered in writing within 15 days of their receipt by Sandy City.

**CHANGING THE CITIZEN PARTICIPATION PLAN**

This Citizen Participation Plan can be changed only after the public has been notified of intent to modify it, and after the public has been given 30 days, from the date of publication, to review and comment on the proposed substantial changes to it.

This plan complies with section 91.105 of the Code of Federal Regulations.

**APPENDIX A**